

AGENDA

- 4:30 p.m.
1. Adoption of Agenda
  2. Consent Agenda
    - a. Approval of Minutes
    - b. Personnel Report
    - c. Voucher Lists
    - d. Interagency Agreement with Everett Community College for College in the High School
    - e. Interlocal Cooperative Program Agreement for Northwest Regional Learning Center
    - f. Snohomish Discovery Cooperative Program Agreement
    - g. Declaration of Surplus Property
    - h. Declaration of Surplus Instructional & Library Materials
    - i. Resolution 991— Authorization to Establish an Interlocal Agreement with Northwest ESD 189 for Unemployment Compensation Pool Cooperative
    - j. Financial Report as of February 28, 2010
  3. Recognition of Retirees
  4. Public Comment
    - a. Audience Comments Regarding Items Not on the Agenda
    - b. Audience Comments Regarding Items on the Agenda
  5. Superintendent's Comments
  6. Items for Information and/or Board Discussion
    - a. Recognition of Washington Achievement Award Recipients
    - b. Affirmative Action Annual Update – Employee Recruitment and Retention
    - c. Update on Equity & Access Advisory Council
  7. Action Items
    - a. Proposed Norton/Grand Historic Overlay Zone Expansion
    - b. Proposed Revised Policy 1441—Audience Participation (*2<sup>nd</sup> reading*)
    - c. Proposed New Policy 3424—Student Sports & Athletic Related Activities—Concussion & Head Injuries (*2<sup>nd</sup> reading*)
    - d. Resolution 989: Adoption of 2010-2011 Reduced Educational Program Plan
  8. Board Comments
  9. Work/Study Session
  10. Executive/Closed Session



1. ADOPTION OF AGENDA

2. CONSENT AGENDA

The administration recommends approval of the following Consent Agenda items:

- a. Approval of Minutes (ATTACHMENT);
- b. Personnel Report (ATTACHMENT);
- c. Voucher Lists (ATTACHMENT);
- d. Interagency Agreement with Everett Community College for College in the High School (ATTACHMENT);
- e. Interlocal Cooperative Program Agreement for Northwest Regional Learning Center (ATTACHMENT);
- f. Snohomish Discovery Cooperative Program Agreement (ATTACHMENT);
- g. Declaration of Surplus Property (ATTACHMENT);
- h. Declaration of Surplus Instructional & Library Materials (ATTACHMENT);
- i. Resolution 991— Authorization to Establish an Interlocal Agreement with Northwest ESD 189 for Unemployment Compensation Pool Cooperative (ATTACHMENT);
- j. Financial Report as of February 28, 2010 (ATTACHMENT).

3. RECOGNITION OF RETIREES

4. PUBLIC COMMENT

- a. Audience Comments Regarding Items Not on the Agenda
- b. Audience Comments Regarding Items on the Agenda

5. SUPERINTENDENT'S COMMENTS

6. ITEMS FOR INFORMATION and/or BOARD DISCUSSION

a. Recognition of Washington Achievement Award Recipients

Cedar Wood, Mill Creek and Silver Firs Elementaries and Gateway Middle School have been selected to receive the 2009 OSPI/State Board of Education Achievement Award. Called the Washington Achievement Award, it celebrates excellence by recognizing the state's top performing schools. Representatives from the schools are present tonight.

b. Affirmative Action Annual Update—Employee Recruitment and Retention

The administration will provide a report to the Board of Directors regarding ongoing efforts to recruit and retain certificated and classified staff with continued emphasis on expanding diversity (ATTACHMENT). In addition, the annual report to the Board on progress toward affirmative action goals, per WAC 392-200, will follow.

c. Update on Equity & Access Advisory Council

The administration will provide the Board of Directors with an update on the work-to-date of the Equity and Access Advisory Council (ATTACHMENT). The council has held three meetings: January 28, February 25, and March 29. Jeff Turner, as a consultant, has facilitated the council work during the first three meetings assisting in developing council member relations and operating norms. Additionally, Jeff worked with the council regarding elements of effective team performance. The council has reviewed the district's annual strategic plan and the recommendations from last year's Superintendent's Task Force on Diversity. Next steps for the council include the development of a work plan.



7. ACTION ITEMS

a. Proposed Norton/Grand Historic Overlay Zone Expansion

The Administration recommends the Board approve a request to the City of Everett to remove the Norton Avenue playfield property from the proposed Norton/Grand Historic Overlay Zone expansion (ATTACHMENT). The City of Everett is proposing to modify its zoning code by expanding the Norton/Grand Historic Overlay Zone to include the Norton Avenue playfield and the Sequoia High School facilities. This proposal, if approved, would impose new regulatory requirements for all new construction and modifications to existing buildings in the expansion area, including the District's Sequoia High School and Norton Avenue playfield properties, and approximately 23 existing homes in the adjacent neighborhood. The proposal will be considered by the city's planning commission on Tuesday evening, April 20, 2010. The remaining step in the process, after planning commission approval, is city council approval.

b. Proposed Revised Policy 1441—Audience Participation (2<sup>nd</sup> reading)

During the Board's January workshop, discussion occurred regarding the existing provisions of the Board's policy on accepting public comment during meetings. The Board's legal counsel was consulted regarding the current state of applicable court cases and statutory interpretation on the subject. The Board has received formal legal advice, which has been independently verified by secondary counsel, on the matter of regulating public comment during a meeting. In summary, with limited exception the board is not obligated to accept public comment at a Board meeting (exceptions include budget hearings, school closure hearings, policy adoption). It is customary for school boards to include time for public comment on agenda items and on non-agenda items. The board may regulate the time, place, and certain manner of comment by the public. As a result of these legal reviews and advice, extensive revisions to Board Policy 1441 were prepared for Board consideration and are provided here for second reading and adoption (ATTACH.). First reading took place at the March 23, 2010 Board meeting.

c. Proposed New Policy 3424—Student Sports & Athletic Related Activities—Concussion & Head Injuries (2<sup>nd</sup> reading)

The attached proposed new Policy 3424—Student Sports & Athletic Related Activities--Concussion & Head Injuries, is provided to the Board of Directors for second reading and adoption (ATTACHMENT). First reading took place at the March 23, 2010 Board meeting. The proposed new policy corresponds with recommendations provided by the Washington State School Directors' Association as a result of the Zackery Lystedt law which was passed during the 2009 legislative session in response to a head injury suffered by Tahoma School District student Zackery Lystedt in a 2006 junior high school football game.

d. Resolution 989: Adoption of 2010-2011 Reduced Educational Program Plan

It is the Administration's recommendation that the Board of Directors adopt Resolution 989 regarding the adoption of the 2010-2011 reduced educational program plan (ATTACHMENT).

8. BOARD COMMENTS

9. WORK/STUDY SESSION

10. EXECUTIVE/CLOSED SESSION



**EVERETT PUBLIC SCHOOLS AUDITORIUM SCHEDULE**

April	21-25	Performance	Jackson High School Drama
	29	Spring Gala 2010	Mariner High School
	30	NJROTC Annual Awards Ceremony	Everett High School
May	1	Spring Gala 2010	Mariner High School
	2	Arch of Dreams Concert	Everett Civic Music
	4	ASB Legislative Meeting	Everett High School
	4	Artist & Lecture Series Northstar Dance	Everett Community College
	5	Class Officer Speech Assembly	Everett High School
	6	Choir Concert	Cascade High School
	7	Spring Band Concert	Everett High School
	8	Spring Gala	Mariner High School
	9	Anthony Kearns Performance	Artbeat
	10-12	Retro Concert	Everett High School
	13	Choral Festival Performance	Evergreen Middle School
	14-16	Dance Competition	Hall of Fame Dance
	17	"Night of Music" Performance	Mill Creek Elementary
	19	Spring Band Concert	Cascade High School
	20	6 <sup>th</sup> Grade Band Concert	Evergreen Middle School
	22	Graduation Ceremony	Everest College
	23-24	Max & Ruby Play	Village Theatre Pied Piper
	25-26	Seattle International Film Festival Student Screening	Everett Public Schools
	27	Concert	Penny Creek Elementary
June	1	Graduation	Archbishop Murphy High School
	2	Choir Concert	Cascade High School
	3	Walsh Platt Awards Event	Everett Public Schools
	4-5	Washington State Recognition Days Event	TOPS Club International
	7	Driving it Home Event	Snohomish County
	8-9	Awards/Talent Night	Everett High School
	10	Choir Concert	Jackson High School
	11-12	Dance Rehearsal/Recital Performance	Reflections School of Dance
	13	2010 Showcase Performance	Pacific West Performing Arts
	14-15	Band Concert	Evergreen Middle School
	17-19	Recital & Rehearsal	Alderwood Dance Spectrum
	20	2010 Showcase Performance	Pacific West Performing Arts
	21	8 <sup>th</sup> Grade Bridging Event	North Middle School
	22	Shareholders Meeting	Cascade Bank
	24-25	Spring Dance Recital	Sky Valley Dance
	26	Dance Performance	Dance Elite





**EVERETT PUBLIC SCHOOLS**  
**EVERETT, WASHINGTON**  
**Regular Meeting**

The Board of Directors of Everett Public Schools, Snohomish County, Washington, held a regular Board meeting on Tuesday, March 9 2010, beginning at 4:30 p.m., in the Board Room of the Educational Service Center, 4730 Colby Avenue, Everett, Washington. Those in attendance were: Carol Andrews, Kristie Dutton, Jessica Olson, Ed Petersen and Jeff Russell.

**ADOPTION OF AGENDA**

President Petersen called for any revisions to the agenda. Superintendent Cohn said that there would be an amended corrected set of minutes for the February 9, 2010 Board meeting. He requested the agenda be adjusted by five minutes to allow for the presence of a retiree and that Items 8d (Adoption of Revision to Board Regular Order of Business) and 8e (Posting Regular Board Meeting Recordings) be added. Kristie Dutton moved to adopt the agenda, Jeff Russell seconded, and the motion carried unanimously.

**ADOPTION OF  
AGENDA**

**APPROVAL OF MINUTES**

Jeff Russell moved to approve the amended corrected minutes of the regular meeting of February 9, 2010, Kristie Dutton seconded, and the motion carried unanimously. Kristie Dutton moved to approve the minutes of the regular meeting of February 23, 2010, Jessica Olson seconded, and the motion carried unanimously.

**APPROVAL OF  
MINUTES**

**CONSENT AGENDA**

Jessica Olson requested the minutes be removed from the consent agenda. Kristie Dutton moved approval of the amended Consent Agenda, Jessica Olson seconded, and the motion carried unanimously.

- a. Personnel Report (E:131/10);
- b. Voucher Lists (E:132/10).

**CONSENT  
AGENDA**

**RECOGNITION OF RETIREES**

Emerson Elementary principal Cynthia Jones introduced retiree Laura Aito who is retiring after more than 12 years in the District. Cynthia spoke of Laura's skills as a music teacher and then as a math teacher. President Petersen thanked Laura for her years of service and the passion she brought to her work, and presented her a memento crystal apple.

**RECOGNITION OF  
RETIREES**

**PUBLIC COMMENT**

Following a review of the public comment guidelines, President Petersen called on the one individual who requested to make public comment:

1) John Crawford—longtime resident of Eastmont—He and his wife are enjoying watching Jefferson be re-built, but there is concern that too little consideration is being given to the quality of life in that area or the preservation of open space. He recommended considering turning the space into a nature park. President Petersen thanked Mr. Crawford for his insights, noting the District is studying the topic.

**PUBLIC  
COMMENT**

**SUPERINTENDENT'S COMMENTS**

Superintendent Cohn thanked Jeff Moore and Mary Waggoner for setting up the budget meetings. A lot of work has gone into every detail of these events.

Dr. Cohn congratulated the Jackson High School boys' basketball team for placing second in the state 4A tournament. The conduct of District players and fans was superb.

Dr. Cohn called on Cedar Wood Elementary principal David Jones who described the solar power project in which that school is involved. Dr. Jones introduced PUD Commissioner Toni Olson who presented the Board with a plaque in recognition of the partnership between Cedar Wood and PUD whereby a 2.04-kilowatt solar electric system was installed at the school. The solar array was funded through a grant by the PUD's Planet Power participants with the goal being to raise awareness of the many benefits renewable energy resources offer. She emphasized the importance of the PUD's partnership with Everett Public Schools. President Petersen accepted the plaque on behalf of the District and said the marriage of conservation and energy is very valuable.

Dr. Cohn called on Jeanne Willard and Scott Jenkins to provide an update for the 2010-2013 technology plan, reminding the Board that an update about the plan was provided at the October 20, 2009, Board meeting (E:133/10). Jeanne also distributed an additional packet of information (attached). The administrative staff will request adoption of the plan at the March 23, 2010 Board meeting, followed by submission to OSPI by April 5, 2010, for their approval.

Bob Sotak introduced staff members Tonya Neisinger, Shirley Maynard and Debbie Hickman who were recently nominated for classified staff of the year in the state. They work in the District's Science Resource Center, housed at Hawthorne Elementary, and they do an incredible job. President Petersen presented Tonya, Shirley and Debbie with certificates of appreciation and congratulated and commended them for their accomplishments.

**ITEMS FOR INFORMATION**

The administration recommended the Board of Directors approve a tuition fee of \$116 per month per student for non-special education preschool students for the 2010-2011 school year (E:134/10). This information was provided for first reading by the Board, with adoption to be recommended at a future Board meeting. Board member Olson sought clarification about whether it is preschool or kindergarten, the pre-schoolers are served at all of the developmental kindergartens, and whether there are preschools in several of the District elementary schools? Terry responded it is developmental preschool (3-5 year olds), funded by the IDEA special education grant.

The administration provided an update on the fiscal outlook and budget development process based upon legislative budgets, progress of the Fiscal Advisory Council and format for the March 30, 2010 Board carousel meeting. Jeff Moore said it is possible that the legislative session will be extended. He distributed a packet from last night's community meeting which describes the process (E:135/10). The next community meeting will be on March 11 at Eisenhower Middle from 6:30 to 8:30 p.m. The third of the series of community meetings will take place at the Longfellow annex on March 18 followed by the presentation of a draft recommendation to the Board on March 23 and then a budget "carousel" with the community on March 30 so that community members can meet one-to-one with Board members. Board members asked several questions, and Mr. Moore responded. President Petersen extended kudos to Jeff, Mary and others who have worked so diligently to help make these meetings a success.

**SUPT'S  
COMMENTS**

**PROPOSED  
TUITION FOR  
PRE-SCHOOL  
PROGRAM** *(first  
reading)*

**FISCAL OUTLOOK  
& BUDGET  
DEVELOPMENT  
PROCESS UPDATE**

The Comprehensive Annual Financial Report for 2008-2009 was presented for the Board of Directors' information (E:136/10). Jeff thanked Kim Walker, Gina Zeutenhorst and Jennifer Farmer for their work to prepare the CAFR. Gina talked about the history this report and circulated the plaques the District receives for recognition.

**COMPREHENSIVE  
ANNUAL FIN-  
ANCIAL REPORT  
FOR 2008-2009**

The ASBO (Association of School Business Officials) and GFOA (Government Finance Officers Association) awards were presented for the Board of Directors' information (E:137/10) for the 2007-2008 Comprehensive Annual Financial Report. The District is one of eight school districts in the state to receive the ASBO award; this is the 22nd consecutive year Everett has received the award. The District is one of five school districts in the state to receive the GFOA award.

(ASBO) CERTIFICATE OF  
EXCELLENCE IN  
FINANCIAL REPORTING  
& GFOA CERTIFICATE  
OF ACHIEVEMENT FOR  
EXCELLENCE IN  
FINANCIAL REPORTING  
FOR EPS 2007-2008 CAFR

Financial reports as of January 31, 2010, were provided for the Board of Directors' review (E:138/10). The reports include year-to-date information on revenues and expenditures, General Fund projections, a cash report and an investment summary. Jeff Moore said the picture is relatively unchanged in all funds and reflects a projected ending fund balance of \$9,561,316.

**FINANCIAL  
REPORTS AS OF  
JANUARY 31, 2010**

Matt McCauley provided an update on the annual Strategic Plan progress (E:139/10), and reviewed a handout (attached). President Petersen sought clarification of the role of counselors, while Board member Andrews asked about state environmental standards. Board member Dutton requested a future presentation about GLAD training. Board member Olson said she would appreciate a presentation on Right Response training.

**2009-2010  
STRATEGIC PLAN  
UPDATE**

**ACTION ITEMS**

Proposed revised Policy 1450—Minutes, was provided for second reading and adoption (E:140/10). The second revision, presented to the Board at the February 23, 2010, Board meeting replaced the word "record" in the first sentence with the word "keep" so that the sentence would say, "The secretary of the Board or designee shall keep the minutes of all Board meetings." Following brief discussion, Jeff Russell moved adoption of the revised Policy 1450—Minutes, Carol Andrews seconded, and the motion carried unanimously.

**PROPOSED  
REVISED POLICY  
1450—MINUTES  
(second reading)**

The administration recommended the Board of Directors adopt the attached Resolution 984: Classified School Employee Week – March 8-12, 2010, in honor of the approximately 800 classified employees working with and helping children in the Everett School District (Res. 16/10). Jessica Olson moved adoption of Resolution 984, Kristie Dutton seconded, and the motion carried unanimously.

**RES. 984:  
CLASSIFIED  
SCHOOL  
EMPLOYEE WEEK  
3/8-12/10**

The administration recommended the Board of Directors adopt Resolution 985: School Retirees Appreciation Week – March 15-21, 2010, in honor of school employees who have retired from active teaching, administration or a specialized field of the teaching profession (Res.17/10). Kristie Dutton moved adoption of Resolution 985, Carol Andrews seconded, and the motion carried unanimously.

**RES. 985: SCHOOL  
RETIRES  
APPRECIATION  
WEEK 3/15-21/10**

The Board of Directors was provided an addendum to tonight's agenda in the form of a recommendation to revise the Board order of business so that Approval of Minutes moves to the Consent Agenda and Items 4a and 4b are added, thus setting forth more clearly that public comment is taken on items listed and not listed on the agenda (E:141/10). Board member Russell asked whether there would be a different process for adopting the agenda, to which Dr. Cohn said that will not change. When the question was asked whether a commenter can speak at this time and at Public Comment time, the answer was yes. Jeff Russell moved to adopt the revised Board order of business, Kristie Dutton seconded, and the motion carried unanimously.

**ADDENDUM--  
REVISION TO  
BOARD ORDER OF  
BUSINESS**

The Board of Directors was provided an addendum to tonight's agenda in the form of a recommendation to post recordings of Board meetings to the District website following the approval of the regular meeting minutes for which that recording was prepared (E:142/10). Board member Olson asked why the recordings would not be posted within 24 or 48 hours. Dr. Cohn answered the Board should approve the minutes from which the recordings were drawn before both are placed on the website. Board members Dutton and Andrews agreed with posting the recording at the same time that the approved minutes are posted. Board member Olson commented that the audio-recording is a public record and there shouldn't be a delay in posting the recordings. Kristie Dutton moved to post recordings of Board meetings to the District website following the approval of the regular meeting minutes from which that recording was prepared, Jeff Russell seconded, and the motion carried unanimously.

**ADDENDUM—  
POSTING OF  
RECORDINGS TO  
WEBSITE**

**BOARD COMMENTS**

Board member Dutton congratulated the team that assembled the first community engagement session. Board member Russell said as he has attended the SOSRs, he often hears the need for more collaboration time. The days of the individual teacher isolated in their individual classroom are over. The best instruction is done by groups of teachers who work as a team and mentor for each other. Board member Olson returned to the subject of legal invoices. It is her opinion that the Board needs to know what is being spent on attorney fees. She moved that the Board be shown copies of legal invoices. President Petersen said the subject will be discussed at a future agenda setting and taken up as a topic for consideration at a future time.

**BOARD  
COMMENTS**

President Petersen called for a ten-minute recess at 6:35 p.m. to have a rest break and adjourn to C3 to a closed session for the purpose of discussing collective bargaining, after which there would be no action. The estimated duration of the closed session was announced at 120 minutes. He noted that Board member Russell would sit in on the closed session, but cannot influence the discussion or vote on the issues.

**WORK/STUDY SESSION**

None.

**WORK/STUDY  
SESSION**

**EXECUTIVE/CLOSED SESSION**

At 6:45 p.m., President Petersen concluded the recess and moved into closed session concerning collective bargaining. At 8:45 p.m., the door was opened and it was announced the closed session would extend for another 60 minutes.

**CLOSED  
SESSION—  
COLLECTIVE  
BARGAINING**

At 9:45 p.m., President Petersen concluded the closed session, returned to the regular meeting and adjourned the meeting immediately.

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Gary Cohn, Secretary

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Ed Petersen, President

**EVERETT PUBLIC SCHOOLS**  
**EVERETT, WASHINGTON**  
**Regular Meeting**

The Board of Directors of Everett Public Schools, Snohomish County, Washington, held a regular Board meeting on Tuesday, March 23, 2010, beginning at 4:30 p.m., in the Board Room of the Educational Service Center, 4730 Colby Avenue, Everett, Washington. Those in attendance were: Carol Andrews, Kristie Dutton, Jessica Olson, Ed Petersen and Jeff Russell.

**ADOPTION OF AGENDA**

President Petersen called for any revisions to the agenda. Superintendent Gary Cohn indicated that there would be an adjustment to the minutes of the special meeting from March 8/11/18, 2010 (E:143/10). He also requested that Items 7d, 7e and 7f be added to the agenda. Two of the new items relate to tabled items from a previous Board meeting. With that, Kristie Dutton moved to adopt the revised agenda. Carol Andrews seconded the motion and the motion carried unanimously, with no abstentions.

**ADOPTION OF  
AGENDA**

**CONSENT AGENDA**

Prior to action on the Consent Agenda, President Petersen said that consideration of the piece of Item 2a—Approval of Minutes, relating to the March 9, 2010 minutes of the regular meeting needed to be delayed to the April 20 Board meeting so that he could review an e-mail from Board member Olson requesting a modification. Kristie Dutton moved to delay consideration of the March 9, 2010 minutes of the regular meeting. Jeff Russell seconded the motion and the motion passed, with no abstentions. Therefore, in relation to Item 2a, the Board members only considered minutes from the special meetings of March 1, March 2, and March 8/11/18, 2010. Kristie Dutton moved to adopt the revised Consent Agenda. Jeff Russell seconded the motion.

**CONSENT  
AGENDA**

- a. Approval of Minutes (revised) (E:144/10);
- b. Personnel Report (E:145/10);
- c. Voucher Lists (E:146/10);
- d. Resolution 986: Penny Creek Elementary School Property Sale (Res. 18/10);
- e. Resolution 987: Limited Use Agreement—Whitehall Properties (Res. 19/10);
- f. Declaration of Surplus Property (E:147/10);
- g. Annual Award of Contracts—Athletic Equipment Bid (E:148/10).

The motion passed, with no abstentions. ....

**RECOGNITION OF RETIREES**

None.

**RECOGNITION OF  
RETIREES**

**PUBLIC COMMENT**

There was no public comment. Superintendent Cohn took the opportunity to distribute copies of a new audience comment card (E:149/10).

- a. Audience Comments Regarding Items Not on the Agenda—None.
- b. Audience Comments Regarding Items on the Agenda—None.

**PUBLIC  
COMMENT**

**SUPERINTENDENT'S COMMENTS**

Superintendent Cohn confirmed with the Board that the Board's summer workshop will be held August 26 & 27, 2010.

**SUPT'S  
COMMENTS**

Area 1 Executive Director Molly Ringo announced that four District schools have been selected as 2009 OSPI/SBE Achievement Award recipients. They are Cedar Wood Elementary, Mill Creek Elementary, Silver Firs Elementary and Gateway Middle School. Representatives from each school will attend the April 20 Board meeting.

Dr. Cohn said that at the May 11 Board meeting the Board will get a debrief on this year's state-of-the-school reviews as well as a presentation of data assembled by the Center for Educational Effectiveness (CEE). Dr. Cohn handed out and reviewed information relative to the extended graduation rate showing 2004-2010 data (E:150/10).

The community budget meetings have been completed. There has not been a huge turnout, but much quality input has been received and participants have gained a greater understanding of schools. Yet to come is a March 30 Board budget carousel.

A decision was made by the Supreme Court not to hear the 'Ave Maria' case. Dr. Cohn distributed a collection of messages received to date (attached) and said perhaps the Board will want to work with him to craft one reply so that there is a consistent response.

Staff in the superintendent's office recently heard a BoardDocs presentation. BoardDocs is a paperless system of having paperless Board meetings and maintaining Board minutes. Tonight's Board packet was recently put on the District website, but required four hours to scan the entire packet.

Dr. Cohn commented that many people have worked to put together tonight's agenda.

Regarding the graduation rate, Board member Olson requested information relating to students who received special education diplomas. Regarding the time necessary to scan tonight's Board packet, Board member Olson said four hours seems excessive.

**ITEMS FOR INFORMATION AND/OR BOARD DISCUSSION**

During the Board's January workshop, discussion occurred regarding the existing provisions of the Board's policy on accepting public comment during meetings. The Board's legal counsel was consulted regarding the current state of applicable court cases and statutory interpretation on the subject. The Board has received formal legal advice, which has been independently verified by secondary counsel, on the matter of regulating public comment during a meeting. In summary, with limited exception the board is not obligated to accept public comment at a Board meeting (exceptions include budget hearings, school closure hearings, policy adoption). It is customary for school boards to include time for public comment on agenda items and on non-agenda items. The board may regulate the time, place, and certain manner of comment by the public. As a result of these legal reviews and advice, extensive revisions to Board Policy 1441 have been prepared for Board consideration and were provided for first reading, with adoption to be recommended at a future Board meeting (E:151/10). Discussion occurred about the meaning of the sentence in the third paragraph which says, "The Board requires that those addressing the Board be either residents or employees of the District or the representative of such residents or employees." Dr. Cohn will do research to determine the rationale for the wording in the sentence.

**PROPOSED  
REVISED POLICY  
1441—AUDIENCE  
PARTICIPATION  
(first reading)**

The attached proposed new Policy 3424—Student Sports & Athletic Related Activities-Concussion & Head Injuries, was provided to the Board of Directors for first reading, with adoption to be recommended at a future Board meeting (E:152/10). The proposed new policy corresponds with recommendations provided by the Washington State School Directors' Association as a result of the Zackery Lystedt law which was passed during the 2009 legislative session in response to a head injury suffered by Tahoma School District student Zackery Lystedt in a 2006 junior high school football game.

**PROPOSED NEW  
POLICY 3424—  
STUDENT SPORTS  
& ATHLETIC  
RELATED  
ACTIVITIES—  
CONCUSSION &  
HEAD INJURIES  
(1st reading)**

Molly Ringo commented briefly. Board member Russell said, in his opinion, this is a great policy. It takes a lot of pressure off of coaches to make a strong decision.

**ACTION ITEMS**

The proposed tuition fee of \$116 per month per student for non-special education pre-school students for the 2010-2011 school year was presented to the Board of Directors for first reading at the March 9, 2010 Board meeting (E:153/10). At tonight's meeting, the Administration recommended the Board of Directors approve the aforementioned tuition fee. Chief Academic Officer Terry Edwards commented briefly, saying there is no change in the fee. Dr. Cohn concurred that this is a routine matter.

**PROPOSED  
TUITION FOR  
PRE-SCHOOL  
PROGRAM (second  
reading)**

Board member Olson gave Terry and Mr. Petersen (who gave it to the superintendent) a document containing a series of questions to which President Petersen said staff need to have time to prepare answers (attached). Board member Olson said she wants to understand how the program is developed. Kristie Dutton moved to approve the proposed tuition for pre-school program. Jeff Russell seconded the motion and the motion passed with four yes votes and one abstention.

The Administration recommended the Board of Directors approve the District's attached revised 2010-2013 Curriculum & Technology Plan for Student Learning (E:154/10). Tonight's presentation outlined and summarized the plan as a framework to effectively use technology to enhance student learning. It establishes flexible solutions that maximize current inventories and addresses gaps in technology that enable the teaching and learning of 21<sup>st</sup> century skills across all curriculum areas. Ken Toyn, Jeanne Willard and Scott Jenkins reviewed the PowerPoint, including key ideas, the vision statement, organization and goals, milestones and next steps.

**TECHNOLOGY  
PLAN APPROVAL**

Board member Andrews sought clarification of the definition of the e-rate. She asked whether keyboarding is taught in District schools, to which Jeanne said it varies in every school. Discussion followed about middle school technology classes. Lastly, Ms. Andrews marveled at the department's ability to manage all of the technology in the District with just eight employees, to which Scott said much assistance is provided remotely, student interns assist and there are many teachers who take good care of the equipment. President Petersen asked about the Information Technology requirement that we used to have several years ago; Terry Edwards responded. Mr. Petersen thanked staff for their hard work.

With that, Jeff Russell moved to approve the District's attached revised 2010-2013 Curriculum & Technology Plan for Student Learning. Kristie Dutton seconded the motion and the motion passed with no abstentions.

The Administration recommended the Board of Directors adopt the attached Resolution 988—Preparations for a Reduction of the 2010-2011 Operating Budget (Res. 20/10). The State of Washington has projected a budget deficit for the remainder of the 2009-2011 biennium of \$2.8 billion. As a result, the State anticipates reducing the funding level to be provided to local school districts. The anticipated reduction, when combined with an anticipated reduction in Federal program contributions, and the cumulative effect of inadequate state funding for the support of public education will result in the District needing to make estimated budget reductions as high as \$7 million for the 2010-2011 school year. In order to ensure an orderly commencement of the 2010-2011 school year and to comply with certain state laws and provisions of collective bargaining agreements, the District must begin making preparations for the development of a reduced educational program for the 2010-2011 school year.

**RESOLUTION 988:  
PREPARATIONS  
FOR A  
REDUCTION OF  
THE 2010-2011  
OPERATING  
BUDGET**

Following a review by Dr. Cohn and Jeff Moore, Kristie Dutton moved to adopt the aforementioned Resolution 988—Preparations for a Reduction of the 2010-2011 Operating Budget. Carol Andrews seconded the motion and the motion passed with no abstentions.

It was recommended that the Board of Directors approve expansion of itemization of items listed on the Accounts Payable Voucher Registers to include the disbursement category in addition to warrant number, warrant date, payee name and warrant amount. Board members were provided alternative methods for display of the accounts payable voucher reports (E:155/10). The summary report used by the board for several years may be replaced by a more detailed report approximately 1.5 times as lengthy, or a detailed report approximately 7 times as lengthy. At this time, there are standards for entry of the data in the first alternative, and wide variation in data entry control in the second alternative. Business services staff are embarking upon a process to evaluate the systems necessary to provide a more granular level of reporting; this will take staff time and staff training.

**ADDENDUM—  
ACCOUNTS  
PAYABLE  
VOUCHER  
ITEMIZATION**

President Petersen followed a process of calling for a motion to take from the table the motion to expand the content of the Accounts Payable vouchers, consider that and act on it. Jeff Russell so moved, Jessica Olson seconded and the motion passed with no abstentions.

Next, President Petersen called for a motion to amend the motion on the table by substituting language, "to specify that the Accounts Payable Voucher Registers be expanded to include the disbursement category in addition to warrant number, warrant date, payee name and warrant amount." Jessica Olson so moved, Jeff Russell seconded the motion and the motion passed with no abstentions.

The original motion, as amended, was already on the table and required only a vote. All Board members voted in favor of using the aforementioned amended format. There were no abstentions.

The Administration recommended that the Board of Directors authorize its individual members to view by appointment with the superintendent copies of unredacted invoices received by the district from legal firms, and that the superintendent provide that unredacted copies of legal firm invoices be retained in a file or notebook, for up to one year, for board member viewing with staff responsible for the maintenance of the invoices (E:156/10). The superintendent may designate a district official to maintain the file or notebook at an office other than the superintendent's office.

**ADDENDUM--  
REVIEW OF  
ITEMIZED LEGAL  
INVOICES**



This item was designed to respond to a board member request for director review of invoices for legal services received by the district from attorney firms which are employed by the district. Historically, invoices contain personally identifiable data or attorney advice relating to student disciplinary cases, special education due process or similar actions, employee actions, property acquisitions, and similar matters exempted from public disclosure under state and federal rules. In order to avoid breaching attorney-client privilege, or various duties to protect certain student and employee information, additional expense will be incurred if legal counsel must redact, or black out, information for the invoices to be published. An alternative that avoids additional expense, employee and staff notifications, and greater potential for district liability is to make a copy available for individual board member review, with the approval of the entire board.

**ADDENDUM--**  
**REVIEW OF**  
**ITEMIZED LEGAL**  
**INVOICES**  
**(cont'd.)**

Dr. Cohn said this would be a new motion. President Petersen said this provides a mechanism for Board members to have access to information without incurring additional costs, without affecting the efficiency of the staff and without violating individuals' rights.

President Petersen called for a motion for the Board to authorize its individual Board members to view by appointment with the superintendent copies of unredacted invoices received by the District from legal firms and that the superintendent provide the unredacted copies of legal firm invoices be retained in a file or notebook, for up to one year, for Board member viewing with staff responsible for the maintenance of the invoices. The superintendent may designate a District official to maintain the file or notebook at an office other than the superintendent's office. Jessica Olson so moved, Jeff Russell seconded. Board member Dutton commented that implicit in this action is that Board members may view the aforementioned invoices, but may not share, copy or use the invoices anywhere outside of their personal lives. The motion passed, with no abstentions.

The Administration recommended that the Board of Directors approve the Accounts Payable Voucher Registers provided with the regular Board agenda be placed with the other agenda items on the web site at the same time the entire packet is published by the superintendent (E:157/10). This item provides an opportunity on the March 23, 2010 regular meeting agenda to take from the table the item of business related to Action Item 7d above (Accounts Payable Voucher Registers), clear the pending item, and clarify the Board's intent to follow the action taken in Action Item 7d.

**ADDENDUM--**  
**PUBLISHING**  
**VOUCHER**  
**REPORTS**

President Petersen called for a motion to take from the table the motion to publish the content of the Accounts Payable Registers on the web site. Jessica Olson so moved; Jeff Russell seconded and the motion passed with no abstentions. President Petersen called for a motion to amend the original motion by substituting "to include the Accounts Payable Voucher Registers provided with the regular Board agenda be placed with the other agenda items on the web site at the same time the entire packet is published by the superintendent." Jessica Olson so moved; Jeff Russell seconded the motion and the motion passed with no abstentions. The Board then voted on the amended main motion. The motion passed with no abstentions.

**BOARD COMMENTS**

Board member Dutton thanked all for the support of those who came to the benefit breakfast. 364 individuals attended. The goal was \$100,000 and is at \$96,000, which surpasses last year's numbers. She thanked Dr. Cohn for his comments. President Petersen congratulated Kristie and her board for their marvelous work. President Petersen went on to say that United Way of Snohomish County chose Kristie as the campaign manager of the year.

**BOARD**  
**COMMENTS**

**BOARD  
COMMENTS  
(cont'd.)**

Board member Russell said the 'Ave Maria' case is interesting. There are oftentimes competing values; First Amendment issues and the right of expression are frequently mentioned. The Board must be attuned to the value of the dis-establishment clause, that we are not about the establishment of religion; we work hard to create an environment in which our students do not feel excluded from full participation in the life of the District regardless of their religious background or their right not to believe at all. This is a value that was retained in the District's side of the case and not something the District needs to apologize for. President Petersen said Ave Maria was embraced as a learning tool for our kids; the kids were taught this music, celebrated it and performed it in public. It was not about this piece of music—it was about helping all of our graduates and all of our families perform this together and how do you respect all of the participants in an event so that no one goes away feeling wounded or oppressed. Some of the comments that are coming through are very one-sided and lack the broader perspective about the process that we went through. Board member Olson said when the District took its viewpoint, it needed to ask, "What is it going to hurt?" We cannot always look out for the minority viewpoint; sometimes one must ask themselves whether they are being neutral in their viewpoint. She does not agree with the court's decision. Board member Russell said it is not a matter of neutrality, but a matter of establishment and does the District appear to be establishing a religious viewpoint based upon the selection of the music at that public event, and that is the question of the debate. Ms. Olson said she understands that viewpoint. Board member Dutton said she is glad it is done.

President Petersen reminded the group of the budget carousel on Tuesday, March 30, at 5 p.m. in the Board Room.

With no further comments, President Petersen called for a rest break at 6:10 p.m. and to allow time for the meeting to move down the hall to Conference Rooms C1 & C2.

President Petersen re-convened the regular meeting at 6:20 p.m. and immediately moved into the study session.

**WORK/STUDY SESSION**

The Board of Directors held a strategic plan study session concerning facilitators (instructional/curriculum coaches) (E:158/10). Mike Gunn and Molly Ringo opened this segment and moved to Terry Edwards who introduced staff, five of whom are facilitators, who shared real-life stories of their work: Loretta Comfort, Christy Clausen, Brian Day, Cathy Woods, Tom Lundberg, Sue Dedrick, Celia O'Connor-Weaver, Lynn Evans and LaRae Marks.

**STRATEGIC PLAN  
STUDY SESSION 1:  
FACILITATORS  
(INSTRUCTIONAL/  
CURRICULUM  
COACHES)**

At the conclusion of the presentation, Terry said, due to budget constraints, we have cut in excess of 20 FTE over the last two years and may cut four or five more. Terry shared a history of facilitators in the District that included the funding collapse in the last year. The challenge is to provide support while we ride out this economic storm.

President Petersen spoke of a facilitator who came to the Board budget carousel last year and spoke eloquently of the need for facilitators. Tonight's presentation was very helpful in gaining more understanding of the role of the facilitator. Board member Russell said it seems the model has changed significantly and it seems we need to find a model that is economically sustainable over time. In addition, relationships and trust are key. Well-defined goals are also necessary. Board member Dutton asked Tom which model he liked best, to which he said it is hard to feel like he has the same impact as when he was just at Cascade. Board member Dutton said teacher facilitators facilitate success.

Board member Olson noted that curriculum is only as good as the teachers know how to use it. She asked about the biggest challenge of getting teachers to do what they need to do. Brian's reply was that getting teachers to work together is his greatest challenge. Jessica said it was good to hear that in the ELL program, they were able to measure the effectiveness of the facilitators.

**STRATEGIC PLAN  
STUDY SESSION 1:  
FACILITATORS  
(INSTRUCTIONAL/  
CURRICULUM  
COACHES)  
(cont'd.)**

Board member Andrews said the reading materials in tonight's packet were very helpful. She wondered how one gets to be a facilitator, to which Molly, Loretta and Christy spoke to the personality traits of a facilitator as well as the application process to become a facilitator.

President Petersen asked who are the critics or opponents of this model of facilitators, to which Sue said there are those who see other ways to use resources; and they may or may not have the broad picture of the District.

The discussion concluded at 8 p.m. and the meeting was moved across the hall to Conference Room C3 for the work session for the community engagement debrief.

During its summer planning workshop, the Board of Directors requested that a strategic plan renewal process and community engagement process be designed and both commenced during the 2009-10 school year. Dr. Pam Posey and Kenneth Jones were retained to design and facilitate both processes. During the fall the board refined community engagement and strategic study session topics, and then approved a strategic planning renewal program. The first community engagement session, on global perspectives, was held March 2 at Eisenhower Middle School. Approximately 60 people attended, including board members. The Board has scheduled a "debriefing" session on the engagement session process and results. Both Mr. Jones and Dr. Posey joined the Board to review the experience and discuss outcomes of the event. A summary of respondent feedback on the event process and a summary of the major themes gathered from the "gallery walk" phase of the session are attached (E:159/10). When asked how many of the attendees were not connected with the District, Bob Reese said he would research that number.

**WORK SESSION—  
COMMUNITY  
ENGAGEMENT  
DEBRIEF**

Board member Olson said it was a good discussion at her table, but when they were asked the questions, it felt like they were being led down a path. She wondered whether, with different topics, the turnout would have been improved. Board member Andrews said more people from the community need to attend. The Board members need to recruit people.

April 27 is the next community engagement session.

The work session ended at 8:50 p.m. and the next work session began immediately thereafter.

A work session was held with the Board of Directors concerning the 2010-2011 Strategic Plan (E:160/10). The group reviewed and provided insights about which strategic actions should be continued, strengthened, modified or removed. The feedback will be used in conjunction with the Superintendent's Leadership Team feedback in the development of the 2010-2011 Strategic Plan.

**WORK SESSION—  
STRATEGIC PLAN  
2010-2011**

The work session ended at 9:15 p.m. President Petersen called for a brief rest break

**EXECUTIVE/CLOSED SESSION**

At 9:30 p.m., President Petersen announced there would be a closed session for discussion of negotiations. Prior to going into closed session, it was announced the closed session would be of 30 minutes' duration.

**CLOSED  
SESSION—  
NEGOTIATIONS**

The closed session concluded at 9:55 p.m.

At 9:55 p.m., President Petersen reconvened the regular meeting and adjourned immediately.

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Gary Cohn, Secretary

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Ed Petersen, President

**EVERETT PUBLIC SCHOOLS**

**Everett, Washington  
Special Board Meeting**

The Board of Directors of Everett School District No. 2, Snohomish County, Washington, held a special Board meeting on Monday, March 30, 2010 at 5 p.m., in the Board Room of the Everett School District Educational Service Center, 4730 Colby Avenue, Everett, Washington. Board members in attendance were Carol Andrews, Kristie Dutton, Jessica Olson, Ed Petersen and Jeff Russell.

President Petersen called the meeting to order at 5 p.m.

The purpose of the special meeting was to take public comment concerning the budget challenges and to hold an executive session to evaluate the performance of a public employee.

**BOARD ACTION AND/OR BOARD DISCUSSION**

**Public Input Hearing Regarding Budget Challenges**

A packet of information containing summaries of oral input and the hearing format are attached (E:161/10).

At 7 p.m., President Petersen concluded the public input hearing. He immediately called for a ten-minute rest break so the group could move to Conference Room A in the Educational Service Center to hold an executive session to evaluate the performance of a public employee.

**Executive Session—Review the Performance of a Public Employee**

At 7:10 p.m., President Petersen re-convened the special meeting and moved immediately into executive session to evaluate the performance of a public employee. Prior to going into executive session, it was announced the executive session would be of 60 minutes' duration.

At 8:10 p.m., the door was opened and it was announced the executive session would extend for 60 minutes.

At 9:15 p.m., President Petersen re-convened the special meeting and adjourned immediately.

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Gary Cohn, Secretary

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Ed Petersen, President

**Budget**

**Public Hearing**

**March 30, 2010 – 5 p.m. – Board Room**

**Board Member: Ed Petersen**

**Recorder: Emily Wade**

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1) Monica Sullivan—She is an ELL teacher at North Middle School, parent of a 3<sup>rd</sup> grader at Silver Lake. She has been a teacher for two years in Everett, and was an ELL teacher in California for six years before coming here. Her ELL class has 18 students who are all newcomers to this country. Some students came here as recently as last August; others have been here over a year. Her class is very diverse, with students not only from Mexico, but also Kenya, the Congo, Iraq, Turkey, etc. She explained the process for identifying ELL students and indicated that she uses GLAD strategies in her classroom.

Monica expressed the following thoughts and concerns:

- She stressed the importance of ongoing training for teachers in GLAD and AVID and asked that funding not be cut back for training that will boost the teacher's skills to teach a diverse community in the classroom.
- Class size in her daughter's Title 1 class is 26-1 which she feels is too high.
- She doesn't agree with the pull-out situation at the elementary level in order to have extra language development. Teachers should be better trained or have a specific ELL teacher. Students who are lacking in a skill and are pulled out of class are missing out on a skill that is being taught in class. If a child doesn't get language development at home and is constantly pulled out of class, he is always playing catch up.
- She likes the middle school ELL program.
- She asked questions about the plan for a reduced education program which is being presented to the board on April 20. She liked the way the budget review process was set up this year.
- Last year teaching positions were lost; she was RIF'd and brought back. This year there aren't as many facilitators to fill in the lost positions. There will be a direct hit next year which will affect quality in the classroom.
- It was unfortunate to lose the TAP program.
- School lunch prices are too low.
- How will the Board consider what the community has said?
- Populations coming from Third World countries are becoming an issue due to illiteracy of the parents.

End

**Budget**

**Public Hearing**

**March 30, 2010 – 5 p.m. – Board Room**

**Board Member: Kristie Dutton**

**Recorder: Patty Pederson**

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2) Monica Sullivan—Exchanged personal and professional histories

End

**Budget**

**Public Hearing**

**March 30, 2010 – 5 p.m. – Board Room**

**Board Member: Carol Andrews**

**Recorder: Kellee Newcomb**

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3) Monica Sullivan—Exchanged personal and professional histories

End



**Budget**

**Public Hearing**

**March 30, 2010 – 5 p.m. – Board Room**

**Board Member: Jessica Olson**

**Recorder: Kathy Mahan**

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4) Monica Sullivan—She is an ELL teacher at North Middle School and parent of a student at Silver Lake Elementary. She talked about the adopted curriculum, which she supplements. She is from California and speaks Spanish. It has been a real growth experience to be in Everett. Class size is a big issue. She was RIF'd last year and then brought back. She asked Board member Olson to talk about herself. Ms. Sullivan talked about North Middle School and the high level of free-and-reduced lunch eligibility at the school.

End

**Budget**

**Public Hearing**

**March 30, 2010 – 5 p.m. – Board Room**

**Board Member: Jeff Russell**

**Recorder: Gayle Watts**

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5) Jason J. Tarver—Jeff explained tonight's process. Jason said he had hoped to see Jeff Moore too, but he knew that Jeff's knee surgery prevented him from being present. Jason's wife is a teacher in the Lake Stevens School District. Jason commented about the atmosphere at Madison Elementary School. His work at Dawson's Place is helping him learn about kids, the trials of the education system and things that destroy households. He then asked questions about the state budget shortfall in relation to Everett's budget cuts. Board member Russell also talked with him about the McCleary case.

6) Monica Sullivan—Ms. Sullivan talked about her background and then sought information about Ms. Olson and Mr. Russell. She is an ELL teacher at North Middle School with an eight-year-old daughter at Silver Lake Elementary. She listed the 11 languages that she has in her class and talked about the program she uses. She enjoys her job. She was RIF'd last year, but then she was called back. North is a good school that is a critical piece in the neighborhood in the north end. For many children it is a significant part of their lives. She works with youngsters who have never had any schooling—none. No other school in the district compares with North's ratio of free-and-reduced lunches. She is impressed with the way the school is able to promote the good feelings of the community within the school. When asked to rate the number one thing that helps her do her job to get the students to learn English quickly, Ms. Sullivan said class size is the big one.

End

EVERETT SCHOOL DISTRICT NO. 2  
PERSONNEL REPORT

2. b. -

April 20, 2010

I. NEW PERSONNEL

B. CLASSIFIED

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Ellen Carpentier	Teacher	06/22/2010
Cristina Garcia	General Office Secretary (temporary)	03/31/2010
Jane Horton	Paraeducator (temporary)	04/12/2010
Victoria Meece	Paraeducator (temporary)	04/12/2010
Alicia Naig	Paraeducator	04/14/2010
Julie Patey	Food Service Worker	04/12/2010
Mariko Perez	Paraeducator	03/11/2010
Sahar Ragab	Office Support	03/22/2010

II. RETIREMENTS - RESIGNATIONS - TERMINATIONS

<u>Name</u>	<u>Position</u>	<u>Date</u>	<u>Reason</u>
Jacqueline Amatucci	Teacher	06/22/2010	Retirement
Kim Cortright	Paraeducator	04/01/2010	Resignation
Sue Dedrick	Director	06/30/2010	Resignation
Elaine Reitan	Teacher	06/22/2010	Retirement
Amy Sheridan	Teacher	04/19/2010	Resignation

VII. SUPPLEMENTAL CONTRACTS - ASSIGNMENTS

B. ATHLETIC ASSIGNMENTS

Cascade

<u>Name</u>	<u>Sport</u>	<u>Coaching Position</u>	<u>Amount</u>
Greg Font	Track	.5 Assistant	\$1,874.50
Robert Stoddard	Track	.5 Assistant	\$1,519.86

HM Jackson

<u>Name</u>	<u>Sport</u>	<u>Coaching Position</u>	<u>Amount</u>
Carol Barnes	Tennis	Assistant	\$3,020.00



# Board Agenda Request Form

Date of Board Meeting: 04/20/2010

2. C.

## Subject

### Title:

Voucher Lists - General Fund (5), Capital Projects Fund (2), ASB Fund (3), Trust and Agency

### Recommendation:

The Administration recommends the Board of Directors approve the Voucher Lists for pay date March 12, 2010 (General, Capital Projects, ASB), March 19, 2010 (General), March 26, 2010 (General, Capital Projects, ASB), March 31, 2010 (General) and April 2, 2010 (General, ASB, Trust and Agency).

## Background

### Purpose/Summary:

Board approval of District disbursements is required by RCW 42.24.080.

Accounts Payable Voucher lists in the April 20, 2010 Board packet represent a period of transition to an itemized format as per the sample provided at the March 23, 2010 Board meeting. Voucher registers run prior to the March 23, 2010 Board meeting are under the old format, while registers generated after the March 23, 2010 Board meeting illustrate the new format. Beginning with the May 11, 2010 Board meeting, all voucher registers will be under the itemized format as per the sample provided at the March 23, 2010 Board meeting.

### Previous Related Action:

At the March 23, 2010 Board meeting, the Board of Directors approved expansion of the itemization on the Accounts Payable Voucher Registers to include the disbursement category.

Vouchers have been approved by the District's auditing officer.

## Additional Information

### Agenda Placement:

☐ Information

☐ Action

☒ Consent Agenda

☒ Attachment(s)

Presentation Time  Minute(s)

# of pages 35

Submitted By: Jeff Moore

Contact Person(s): \_\_\_\_\_

Signature: 

## Approval

Applicable Executive Director signature(s) should be obtained prior to submission to Superintendent's Office.

☒ Approved

☐ Denied

☐ Revised (see attached)

By: \_\_\_\_\_

Executive Director, Finance & Operations

By: \_\_\_\_\_

Executive Director, Facilities & Operations

Date: 4-13-10

Date: \_\_\_\_\_

Comments:



# AP VOUCHER REGISTER

**EVERETT PUBLIC SCHOOLS**

**Board Date: 04/20/2010**

Fund: GENERAL FUND

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

**Warrant Number** 00219798 **through** 00219958 **in the total amount of \$** 302,740.93

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

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

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

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

<b>Warrant #</b>	<b>Warrant Date</b>	<b>Payee Name</b>	<b>Warrant Amount</b>
00219798	03/12/2010	911 ETC	456.75
00219799	03/12/2010	ACTION AUTO PARTS	30.79
00219800	03/12/2010	ADAMS, AMY	18.00
00219801	03/12/2010	ALDERWOOD WATER DISTRICT	2,774.41
00219802	03/12/2010	ALEXANDER PRINTING COMPANY INC	555.23
00219803	03/12/2010	AMERICAN LASER INC	1,216.83
00219804	03/12/2010	AUCHTERLONIE, LINDA	36.14
00219805	03/12/2010	B&H PHOTO VIDEO	4,976.57
00219806	03/12/2010	BAKKEN, JAN	533.27
00219807	03/12/2010	BALMER, JOHN	22.25
00219808	03/12/2010	BARNES AND NOBLE	141.37
00219809	03/12/2010	BARTON, CARLA	20.14
00219810	03/12/2010	BECKER, DEBRA	49.90
00219811	03/12/2010	BILLHEIMER, BILLIE J	16.28
00219812	03/12/2010	BISSELL, DIANE	18.00
00219813	03/12/2010	BLACK ROCK CABLE INC	15,141.00
00219814	03/12/2010	BLACK, SARAH	41.64
00219815	03/12/2010	BRIGGS, ALAN	41.49
00219816	03/12/2010	BRITT, CHERYL	93.56
00219817	03/12/2010	CAREERSTAFF UNLIMITED	3,155.50
00219818	03/12/2010	CAROLINA BIOLOGICAL SUPPLY	518.62
00219819	03/12/2010	CATANZARO, ANNA	57.89
00219820	03/12/2010	CENGAGE LEARNING	7,567.54

<b>Warrant #</b>	<b>Warrant Date</b>	<b>Payee Name</b>	<b>Warrant Amount</b>
00219821	03/12/2010	CINTAS CORPORATION 037	230.54
00219822	03/12/2010	CITY OF EVERETT	5,423.77
00219823	03/12/2010	CLARK, SHAWNA	13.94
00219824	03/12/2010	CLAY ART CENTER INC	830.83
00219825	03/12/2010	COBBS, BETTY J	43.50
00219826	03/12/2010	COLLINS, PATRICIA J	18.00
00219827	03/12/2010	COMCAST CABLE COMMUNICATIONS INC.	171.50
00219828	03/12/2010	COMMERCIAL PRODUCTS CO INC	926.28
00219829	03/12/2010	COOPER, DARCIE	30.47
00219830	03/12/2010	CRYSTAL SPRINGS WATER	106.28
00219831	03/12/2010	CUZ CONCRETE PRODUCTS INC	1,337.70
00219832	03/12/2010	DAIRY VALLEY DISTRIBUTING	6,678.16
00219833	03/12/2010	DATA BASE	648.69
00219834	03/12/2010	DEEP ROOTED MUSIC LLC	875.00
00219835	03/12/2010	DEFELICE, MONICA	127.01
00219836	03/12/2010	DELANTY, VIDA	37.85
00219837	03/12/2010	DURHAM SCHOOL SERVICE LP	342.56
00219838	03/12/2010	EDUCATIONAL TESTING SERVICE INC	900.00
00219839	03/12/2010	EILERS, HEIDI	54.00
00219840	03/12/2010	EK BEVERAGE	183.00
00219841	03/12/2010	EMERALD RECYCLING	3,326.81
00219842	03/12/2010	ENDREZZE, ANITA	13.72
00219845	03/12/2010	EVERETT PUBLIC SCHOOLS	20,887.25
00219846	03/12/2010	EVERETT PUBLIC SCHOOLS	282.72
00219847	03/12/2010	FABIAN, JOANNE	92.45
00219848	03/12/2010	FLAGHOUSE INC	434.85
00219849	03/12/2010	FLINN SCIENTIFIC INC	1,465.56
00219850	03/12/2010	FLOOR STYLE PRODUCTS INC	6,892.66
00219851	03/12/2010	FOLEY, DARLEEN	65.19
00219852	03/12/2010	FOLLETT LIBRARY RESOURCES	2,334.75
00219853	03/12/2010	FOLLETT SOFTWARE CO	83.78
00219854	03/12/2010	FRANZ FAMILY BAKERIES	1,528.33
00219855	03/12/2010	FRITTS, LAWRENCE	36.03
00219856	03/12/2010	GILMORE, KATHY	24.00
00219857	03/12/2010	GLUTTING, EMILY	18.00
00219858	03/12/2010	GRAVES, JESSICA	72.00
00219859	03/12/2010	GUARDIAN FENCE CO	5,233.36
00219860	03/12/2010	H&L SPORTING GOODS	136.22
00219861	03/12/2010	HAHN, SARA	18.00
00219862	03/12/2010	HARRIS, CHERYL L	300.00



<b>Warrant #</b>	<b>Warrant Date</b>	<b>Payee Name</b>	<b>Warrant Amount</b>
00219863	03/12/2010	HATHAWAY, DEANNA	33.60
00219864	03/12/2010	HAVENS, VERONDI	168.53
00219865	03/12/2010	HD BAKER POINT OF SALE SYSTEMS	114.45
00219866	03/12/2010	HENDERSON, KARIE	18.00
00219867	03/12/2010	HOLTORF, LINDA	40.53
00219868	03/12/2010	IMAGINE CHILDRENS MUSEUM	1,126.50
00219869	03/12/2010	INFOBASE PUBLISHING	111.19
00219870	03/12/2010	JARCHOW, MICHIKO GRACE	17.35
00219871	03/12/2010	JENKINS, SCOTT	138.90
00219872	03/12/2010	JONES, KENNETH W	3,000.00
00219873	03/12/2010	JOURNEY LINES INC	3,241.00
00219874	03/12/2010	K & L GATES	5,257.32
00219875	03/12/2010	KENNELLY KEYS MUSIC INC	136.45
00219876	03/12/2010	KING COUNTY DIRECTORS ASSOCIATON	11,922.38
00219877	03/12/2010	KRIPPNER, CARINA	91.40
00219878	03/12/2010	LANDERS, JOHN	30.00
00219879	03/12/2010	LULL, DENISE	49.00
00219880	03/12/2010	MARKS, DANIELLE	30.40
00219881	03/12/2010	MARKS, LARAE	110.95
00219882	03/12/2010	MARYSVILLE VACUUM & SEW INC	1,679.55
00219883	03/12/2010	MCCOLLUM, GEORGINA	100.00
00219884	03/12/2010	MCGRAW HILL INC	187.88
00219885	03/12/2010	MESSICK, TERIE	105.80
00219886	03/12/2010	MITCHELL, DONALD	5.00
00219887	03/12/2010	MOORE WALLACE	789.08
00219888	03/12/2010	MORRISON, KYLE	25.00
00219889	03/12/2010	MOUL, JAMOEUN	13.00
00219890	03/12/2010	MOUNTAIN HOME BIOLOGICAL	155.30
00219891	03/12/2010	MT PILCHUCK MUSIC EDUCATORS ASSOCIATION	525.00
00219892	03/12/2010	NAYLOR, MARILYN	6.05
00219893	03/12/2010	NCS PEARSON INC	146.33
00219894	03/12/2010	NEXTEL COMMUNICATIONS INC	1,626.40
00219895	03/12/2010	NORTHWEST CREATIONS	417.00
00219896	03/12/2010	NORTHWEST ESD 189	36,648.00
00219897	03/12/2010	NORTHWEST SCHOOL FOR INNOVATIVE LEARNING	6,486.00
00219898	03/12/2010	O'CONNOR-WEAVER, CELIA	333.72
00219899	03/12/2010	OFFICE OF SUPT OF PUBLIC INSTRUCTION	10,310.54
00219900	03/12/2010	ORG FOR EDUC TECHNOLOGY AND CURRICULUM	39.99
00219901	03/12/2010	PANCAKE, KATELYN	18.00
00219902	03/12/2010	PARKEN, CATHERINE	49.26

<b>Warrant #</b>	<b>Warrant Date</b>	<b>Payee Name</b>	<b>Warrant Amount</b>
00219903	03/12/2010	PARKER, MARIAN	65.80
00219904	03/12/2010	PATTERSON BUCHANAN FOBES LEITCH	3,937.34
00219905	03/12/2010	PERCIVAL, PATRICIA	154.28
00219906	03/12/2010	PERMA BOUND BOOKS	1,360.45
00219907	03/12/2010	PETERSEN, SCOTT	300.00
00219908	03/12/2010	PETRE, KATHERINE	10.00
00219909	03/12/2010	PITNEY BOWES RESERVE ACCOUNT	1,599.00
00219910	03/12/2010	PSR	874.70
00219911	03/12/2010	PUD NO 1 SNOHOMISH CO	6,981.40
00219912	03/12/2010	PUGET SOUND ENERGY	62,660.58
00219913	03/12/2010	REYNOLDS, LYNN	49.00
00219914	03/12/2010	RIDDELL ALL AMERICAN SPORTS CORP	6,247.68
00219915	03/12/2010	RITCHHART, DEB	126.00
00219916	03/12/2010	ROGERS, BEVERLY	69.15
00219917	03/12/2010	ROMERO, VICTORIA	654.50
00219918	03/12/2010	RON'S SERVICE	266.17
00219919	03/12/2010	RUBATINO REFUSE REMOVAL INC	656.31
00219920	03/12/2010	RUDDY, REBECCA	18.00
00219921	03/12/2010	RUSSELL SIGN CO	930.75
00219922	03/12/2010	RUSSELL, JOHN WOODY	261.71
00219923	03/12/2010	SARCLETTI, JEAN	187.00
00219924	03/12/2010	SCHOLASTIC MAGAZINES	61.10
00219925	03/12/2010	SCHOOL SPECIALTY INC	41.41
00219926	03/12/2010	SCHULTZ, KELLY	18.00
00219927	03/12/2010	SEABERG, RANDI	8.90
00219928	03/12/2010	SEATTLE POTTERY SUPPLY INC	45.00
00219929	03/12/2010	SERVICE PAPER COMPANY	5,138.99
00219930	03/12/2010	SHOCKEY BRENT INCORPORATED	485.00
00219931	03/12/2010	SILVER LAKE WATER DISTRICT	2,784.83
00219932	03/12/2010	SISSON, EMILY	10.65
00219933	03/12/2010	STANGLAND, DAVID	13.81
00219934	03/12/2010	SUDKAMP, ANDREW	30.81
00219935	03/12/2010	SULLIVAN, KAREN M	66.25
00219936	03/12/2010	SUNBELT STAFFING	1,507.50
00219937	03/12/2010	SWARTZ, DAVE	5.00
00219938	03/12/2010	SWERVE DRIVER TRAINING	257.57
00219939	03/12/2010	TOP ECHELON CONTRACTING INC	1,980.00
00219940	03/12/2010	TOYN, KEN	54.50
00219941	03/12/2010	TRAVIS, ROBIN	10.00
00219942	03/12/2010	TROPICANA CHILLED DSD	486.08

Warrant #	Warrant Date	Payee Name	Warrant Amount
00219943	03/12/2010	TUCKER, LESLIE	26.56
00219944	03/12/2010	UNITED PARCEL SERVICE	34.05
00219945	03/12/2010	UNITED STATES POSTAL SERVICE	240.00
00219946	03/12/2010	US HEALTHWORKS MEDICAL GROUP WA PC	69.00
00219947	03/12/2010	USA MOBILITY WIRELESS INC	72.90
00219948	03/12/2010	VANRY, GINGER	11.80
00219949	03/12/2010	VERIZON NORTHWEST	95.47
00219950	03/12/2010	VERIZON WIRELESS	825.41
00219951	03/12/2010	WA ASSOC OF MARKETING EDUCATORS	100.00
00219952	03/12/2010	WA STATE UNIVERSITY	95.00
00219953	03/12/2010	WA TECHNICAL STUDENT ASSN	325.00
00219954	03/12/2010	WAGONER, ROSCHELE	55.50
00219955	03/12/2010	WATSON-EAST, ELIZABETH	54.35
00219956	03/12/2010	WILLIAMSON, DEEANN	17.45
00219957	03/12/2010	WITTCO SYSTEMS INC	13,624.12
00219958	03/12/2010	XEROX CORP	1,666.32
<b>TOTAL</b>			<b>\$302,740.93</b>



# AP VOUCHER REGISTER

**EVERETT PUBLIC SCHOOLS**

**Board Date: 04/20/2010**

Fund: GENERAL FUND

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

**Warrant Number** 00220005 **through** 00220158 **in the total amount of \$** 776,624.64

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

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

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

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

<b>Warrant #</b>	<b>Warrant Date</b>	<b>Payee Name</b>	<b>Warrant Amount</b>
00220005	03/19/2010	ALEXANDER PRINTING COMPANY INC	72.07
00220006	03/19/2010	ALLIANCE NURSING	2,362.48
00220007	03/19/2010	AMERICAN COLLEGE TESTING	4,726.50
00220008	03/19/2010	AMERICAN LASER INC	2,503.89
00220009	03/19/2010	ANDERSON, EILEEN	69.70
00220010	03/19/2010	ARAMARK UNIFORM SERVICES	713.14
00220011	03/19/2010	ASSOCIATED PETROLEUM PRODUCTS	23,157.09
00220012	03/19/2010	AT&T MOBILITY	137.58
00220013	03/19/2010	ATTINELLI, SUZETTE	143.50
00220014	03/19/2010	AUCHTERLONIE, LINDA	28.47
00220015	03/19/2010	BANK OF AMERICA	4,364.15
00220016	03/19/2010	BEARCOM	3,931.20
00220017	03/19/2010	BIO RAD LABORATORIES	1,141.14
00220018	03/19/2010	BJORGEN, REBECCA	59.82
00220019	03/19/2010	BLACK ROCK CABLE INC	15,141.00
00220020	03/19/2010	BLUE AND GOLD	200.00
00220021	03/19/2010	BOOTH, CHUCK	10.00
00220022	03/19/2010	BROSES WHOLESALE FLORIST INC	335.43
00220023	03/19/2010	BRUNDAGE, TERRY	59.25
00220024	03/19/2010	BURELL, MICHELLE LYNN	234.04
00220025	03/19/2010	BUSCH, PHYLLIS	94.72
00220026	03/19/2010	CASCADE REHAB ASSOCIATES LLC	6,773.00
00220027	03/19/2010	CASCADE WHOLESALE	104.29

Warrant #	Warrant Date	Payee Name	Warrant Amount
00220028	03/19/2010	CASILLAS, AMY	125.91
00220029	03/19/2010	CHESHIRE, TERRY	258.40
00220030	03/19/2010	CHINOOK CHARTERS INC	975.00
00220031	03/19/2010	CITY OF EVERETT	47.30
00220032	03/19/2010	CITY OF EVERETT	119.00
00220033	03/19/2010	CRYSTAL SPRINGS WATER	83.00
00220034	03/19/2010	CTS LANGUAGE LINK	50.44
00220035	03/19/2010	CURD, CLIFTON THOMAS	6.09
00220036	03/19/2010	DAIRY VALLEY DISTRIBUTING	7,356.91
00220037	03/19/2010	DALBECK, KATHLEEN	637.50
00220038	03/19/2010	DATA BASE	19.13
00220039	03/19/2010	DEMETRE, KIM	283.32
00220040	03/19/2010	DERSOM, ALISSA	21.98
00220041	03/19/2010	DIONNE AND RORICK	15,924.25
00220042	03/19/2010	DREW, RHONDA	34.80
00220043	03/19/2010	DRUG FREE BUSINESS	52.00
00220044	03/19/2010	DUNGAN, CHARLES	10.00
00220045	03/19/2010	DURHAM SCHOOL SERVICE LP	(BID) 472,968.31
00220046	03/19/2010	EDEN	1,443.05
00220047	03/19/2010	EICKHOFF, BEVERLY	46.14
00220048	03/19/2010	EILERS, HEIDI	31.50
00220049	03/19/2010	EVANS, LYNN	47.90
00220050	03/19/2010	EVERETT PUBLIC SCHOOLS	235.00
00220054	03/19/2010	EVERETT PUBLIC SCHOOLS	24,534.63
00220055	03/19/2010	EVERETT PUBLIC SCHOOLS FOUNDATION	8,000.00
00220056	03/19/2010	EVERETT PUBLIC SCHOOLS	280.30
00220057	03/19/2010	EVERETT PUBLIC SCHOOLS	279.47
00220058	03/19/2010	EVERGREEN PRINTING & GRAPHICS INC	1,228.97
00220059	03/19/2010	FOLLETT SOFTWARE CO	262.08
00220060	03/19/2010	FORSYTH, KIRK D	59.58
00220061	03/19/2010	FRITTS, LAWRENCE	131.00
00220062	03/19/2010	GALLI, JODI	136.00
00220063	03/19/2010	GASKIN, SUSAN C	149.95
00220064	03/19/2010	GESSEL, BEVERLY	19.63
00220065	03/19/2010	GIFFORD, SHERI	25.92
00220066	03/19/2010	GILLINGHAM, JANET	124.00
00220067	03/19/2010	HAJISOLTANI, ROGHIEH	62.85
00220068	03/19/2010	HALL, PATRICIA	158.25
00220069	03/19/2010	HAWKEY, TANIS	142.00
00220070	03/19/2010	HEATH, SUSAN L	72.58

<b>Warrant #</b>	<b>Warrant Date</b>	<b>Payee Name</b>	<b>Warrant Amount</b>
00220071	03/19/2010	HENRIE, CHRISTINE	24.56
00220072	03/19/2010	HERALD INC, THE	153.44
00220073	03/19/2010	HIBBARD, JILL T	43.55
00220074	03/19/2010	HINES-ELIZINGA, SUSAN	25.00
00220075	03/19/2010	HOLLEY, CHRYSTAL	54.05
00220076	03/19/2010	INTEGRA TELECOM	12,657.79
00220077	03/19/2010	IVARY ENTERPRISE	5,738.50
00220078	03/19/2010	JAEGER, JANELLE	34.27
00220079	03/19/2010	JAMBA JUICE	1,216.50
00220080	03/19/2010	JONES, KENNETH W	750.00
00220081	03/19/2010	JW PEPPER AND SON INC	207.57
00220082	03/19/2010	KENNELLY KEYS MUSIC INC	359.39
00220083	03/19/2010	KETTLER, WAYNE	27.14
00220084	03/19/2010	KING COUNTY DIRECTORS ASSOCIATON	10,286.78
00220085	03/19/2010	KRAUSE, MARILYN D	55.90
00220086	03/19/2010	LAUREN, GAIL	12.50
00220087	03/19/2010	LAUZON, LYNELLE	47.12
00220088	03/19/2010	LEADER SERVICES	2,926.00
00220089	03/19/2010	LEADING EDGE GYMNASTICS	185.70
00220090	03/19/2010	LEHMAN, WANDA	164.96
00220091	03/19/2010	LEVIN, DARCEL	16.00
00220092	03/19/2010	LIND, KIM	69.85
00220093	03/19/2010	LULL, DENISE	76.99
00220094	03/19/2010	MANDY, DIANN	68.61
00220095	03/19/2010	MARQUES, ERIN	20.00
00220096	03/19/2010	MAYNARD, WENDI	100.00
00220097	03/19/2010	MCCAULEY, MATTHEW	241.63
00220098	03/19/2010	MCGLINN, JOHN P	15.87
00220099	03/19/2010	MEDIC REPAIR	60.06
00220100	03/19/2010	MEINZ, JOY C	78.81
00220101	03/19/2010	MICRO COMPUTER SYSTEMS INC	8,179.57
00220102	03/19/2010	MILLER, NANCY C	87.95
00220103	03/19/2010	MILLER, SARAH	7.37
00220104	03/19/2010	MT PILCHUCK MUSIC EDUCATORS ASSOCIATION	108.00
00220105	03/19/2010	NATIONAL SCHOOL BOARD ASSOC	9,100.00
00220106	03/19/2010	NCS PEARSON INC	1,823.09
00220107	03/19/2010	NEXTEL COMMUNICATIONS INC	545.67
00220108	03/19/2010	NORTHWEST ESD 189	27,788.00
00220109	03/19/2010	OFFICE OF SUPT OF PUBLIC INSTRUCTION	185.00
00220110	03/19/2010	OVERLAKE HOSPITAL MEDICAL CENTER	4,497.00

<b>Warrant #</b>	<b>Warrant Date</b>	<b>Payee Name</b>	<b>Warrant Amount</b>
00220111	03/19/2010	PACIFIC COPY & PRINTING INC	36.44
00220112	03/19/2010	PAPER THERMOMETER CO	285.00
00220113	03/19/2010	PATTERSON BUCHANAN FOBES LEITCH	2,167.50
00220114	03/19/2010	PITNEY BOWES RESERVE ACCOUNT	2,155.00
00220115	03/19/2010	PITSCO INC	1,674.75
00220116	03/19/2010	PROVIDENCE EVERETT MEDICAL CENTER	20,848.23
00220117	03/19/2010	PUD NO 1 SNOHOMISH CO	760.35
00220118	03/19/2010	REFUGEE & IMMIGRANT SERVICES NW	5,674.30
00220119	03/19/2010	RHAPSODY PERFORMING ARTS	916.50
00220120	03/19/2010	RITCHHART, DEB	200.50
00220121	03/19/2010	ROBINSON, SEAN	345.93
00220122	03/19/2010	ROCKENSTIRE, MARY KAY	196.19
00220123	03/19/2010	SABOTAGE VOLLEYBALL	84.00
00220124	03/19/2010	SAFEWAY INC	28.05
00220125	03/19/2010	SAMARITAN COUNSELING CENTER	300.00
00220126	03/19/2010	SAX ARTS & CRAFTS	335.41
00220127	03/19/2010	SCIENCE KIT & BOREAL LABORATORIES	311.32
00220128	03/19/2010	SERVICE PAPER COMPANY	6,245.85
00220129	03/19/2010	SHACKELFORD, ANDREA AZRIEL	72.00
00220130	03/19/2010	SHAW ELEVATOR COMPANY LLC	1,468.74
00220131	03/19/2010	SILVER LAKE WATER DISTRICT	1,280.99
00220132	03/19/2010	SMITH-AIKENS, DEIDRE	68.62
00220133	03/19/2010	SNOHOMISH PUBLISHING CO INC	2,365.27
00220134	03/19/2010	SOCIETY FOR HUMAN RESOURCE MANAGEMENT	160.00
00220135	03/19/2010	STATE AUDITORS OFFICE	22,048.00
00220136	03/19/2010	STEPHENS, STACY	67.85
00220137	03/19/2010	STOLMEIER, MARY R	303.92
00220138	03/19/2010	STOLZENBURG, BARBARA A	97.61
00220139	03/19/2010	STRONG, VALERIE	95.32
00220140	03/19/2010	SUNBELT STAFFING	2,010.00
00220141	03/19/2010	SWERVE DRIVER TRAINING	44.00
00220142	03/19/2010	TEIGEN, JULIE	34.86
00220143	03/19/2010	TROPICANA CHILLED DSD	548.80
00220144	03/19/2010	UNIVERSITY BOOKSTORE	44.65
00220145	03/19/2010	VERIZON WIRELESS	503.70
00220146	03/19/2010	VIEW RIDGE COMMUNITY CHURCH	285.00
00220147	03/19/2010	VILLAGE AT WEBSTER POND HOA	27.00
00220148	03/19/2010	WA ASSOC OF MARKETING EDUCATORS	100.00
00220149	03/19/2010	WARDS NATURAL SCIENCE EST	116.18
00220150	03/19/2010	WEST COAST AQUATICS	1,980.00



Warrant #	Warrant Date	Payee Name	Warrant Amount
00220151	03/19/2010	WILLIAMS M ED BCBA, PENNY	2,280.00
00220152	03/19/2010	WILLIAMS, PATTI	15.00
00220153	03/19/2010	WILLIAMS, RIC	63.47
00220154	03/19/2010	WISE, JANET L	258.69
00220155	03/19/2010	WITTCO SYSTEMS INC	176.58
00220156	03/19/2010	WORLD COMMUNICATION CENTER	1,042.78
00220157	03/19/2010	WORLDWIDE CHURCH OF GOD	417.18
00220158	03/19/2010	XEROX CORP	5,237.12
<b>TOTAL</b>			<b>\$776,624.64</b>



# AP VOUCHER REGISTER

**EVERETT PUBLIC SCHOOLS**

Fund: GENERAL FUND

Board Date: 04/20/2010

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

Warrant Number 00220292 through 00220420 in the total amount of \$ 1,466,490.15

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

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
00220292	03/26/2010	AMERICAN LASER INC SUPPLIES AND MATERIALS	354.69
00220293	03/26/2010	AMERICAN RED CROSS SUPPLIES AND MATERIALS	354.69
00220294	03/26/2010	ATS AUTOMATION INC SUPPLIES HVAC	154.00
00220295	03/26/2010	BAL-A-VIS-X INC SUPPLIES AND MATERIALS	2,915.75
00220296	03/26/2010	BALLY TOTAL FITNESS CORP TUITION/REGISTRATION/MEMBRSHIP	27.00
00220297	03/26/2010	BALMER, JOHN TRAVEL OUT OF DISTRICT	2,300.00
00220298	03/26/2010	BELL, TRACY TRAVEL OUT OF DISTRICT	431.00
00220299	03/26/2010	BIRDSONG, MICHELLE CONTRACT SERVICES	36.00
00220300	03/26/2010	BODEAU, DEBRA SUPPLIES AND MATERIALS	150.00
00220301	03/26/2010	BRENNAN, MARIA TRAVEL IN DISTRICT	137.38
00220302	03/26/2010	BROSES WHOLESALE FLORIST INC SUPPLIES AND MATERIALS	28.10
00220303	03/26/2010	BUCK, JENNIFER FINES AND DAMAGES	248.49
00220304	03/26/2010	CABRERA AQUINO, HUGO TUITION/REGISTRATION/MEMBRSHIP TRAVEL OUT OF DISTRICT	8.00
00220305	03/26/2010	CAMP FIRE USA TUITION/REGISTRATION/MEMBRSHIP	87.00
00220306	03/26/2010	CAREERSTAFF UNLIMITED CONTRACT SERVICES	965.00
			2,348.00

Varrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			2,348.00
00220307	03/26/2010	CASCADE COFFEE INC	SUPPLIES AND MATERIALS 164.50
			164.50
00220308	03/26/2010	CATANZARO, ANNA	CONTRACT SERVICES 60.00
			60.00
00220309	03/26/2010	CELORI, RANDY	FOOD SERVICE LOCAL REVENUES 21.60
			21.60
00220310	03/26/2010	CENTURY MARTIAL ART SUPPLY	SUPPLIES AND MATERIALS 47.21
			47.21
00220311	03/26/2010	CINTAS CORPORATION 037	CONTRACT SERVICES 230.54
			230.54
00220312	03/26/2010	CITY OF EVERETT	WATER 1,475.59
			1,475.59
00220313	03/26/2010	CITY OF MILL CREEK	CONTRACT SERVICES 22,774.23
			22,774.23
00220314	03/26/2010	COMFORT, LORETTA	TRAVEL IN DISTRICT 48.75
			48.75
00220315	03/26/2010	COMMERCIAL CHEMTECH INC	SUPPLIES AND MATERIALS 141.96
			141.96
00220316	03/26/2010	COMMOTION PROMOTIONS	SUPPLIES AND MATERIALS 531.50
			531.50
00220317	03/26/2010	COMPUTER AUTOMATION SYSTEMS INC	SOFTWARE/HARDWARE AGREEMENTS 600.00
			600.00
00220318	03/26/2010	COTE, KATHLEEN	SUPPLIES AND MATERIALS 65.49
			65.49
00220319	03/26/2010	CRYSTAL SPRINGS WATER	SUPPLIES AND MATERIALS 60.16
			60.16
00220320	03/26/2010	CURTISS, ROMES	SUPPLIES AND MATERIALS 12.52
			12.52
00220321	03/26/2010	DAHL ELECTRIC INC	NON TAGABLE TECHNOLOGY EQUIP 619.16
			619.16
00220322	03/26/2010	DAIRY VALLEY DISTRIBUTING	SUPPLIES AND MATERIALS 3,711.78
			3,711.78
00220323	03/26/2010	DAY, BRIAN	TRAVEL IN DISTRICT 174.55
			174.55
00220324	03/26/2010	DEL NERO, LORI	SALE OF GOODS, SUPP, SVCS 7.50
			7.50
00220332	03/26/2010	DEPARTMENT OF REVENUE	CLEARING ACCOUNT 3.68
			4,714.91
			18.81
			10.94
			559.24
			673.44
			1,539.62
			11,972.76
			88.00
			16.87
			34.06

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
		CONTRACT SERVICES	344.57
		SUBSCRIPTION SERVICES	120.21
		TELEPHONE	0.00
		WIRELESS SERVICE	286.71
		MAINTENANCE & REPAIRS	295.40
		SOFTWARE/HARDWARE AGREEMENTS	6,764.14
		TUITION/REGISTRATION/MEMBRSHIP	3.59
		TRAVEL IN DISTRICT	6.21
		NON COMPUTER<\$5000 THEFT SENS	441.15
		COMPUTER EQUIP<5,000 THEFT SEN	35.97
			27,930.28
00220333	03/26/2010	DETTMER SAFETY	CONTRACT SERVICES
			700.00
			700.00
00220334	03/26/2010	DUBIN, BARBARA	SUPPLIES AND MATERIALS
			37.53
			37.53
00220335	03/26/2010	EDEN ADVANCED PEST TECHNOLOGIES	CONTRACT SERVICES
			354.90
			354.90
00220336	03/26/2010	EDMONDS COMMUNITY COLLEGE	TUITION/REGISTRATION/MEMBRSHIP
			64,807.57
			64,807.57
00220337	03/26/2010	ERICKSON, MICHELLE	SUPPLIES AND MATERIALS
			11.49
			11.49
00220338	03/26/2010	EVERETT COMMUNITY COLLEGE	TUITION/REGISTRATION/MEMBRSHIP
			115,647.72
			115,647.72
00220339	03/26/2010	EVERETT MARSHALLESE ASSEMBLY OF	RENTALS-FACILITIES
			37.50
			37.50
00220340	03/26/2010	EVERETT PUBLIC SCHOOLS	SUPPLIES AND MATERIALS
			11.95
			POSTAGE
			3.89
			TEXTBOOKS/WORKBOOKS/INST KITS
			36.70
			TUITION/REGISTRATION/MEMBRSHIP
			144.00
			196.54
00220343	03/26/2010	EVERETT PUBLIC SCHOOLS	SUPPLIES AND MATERIALS
			10,913.74
			POSTAGE
			83.30
			NON TAGABLE TECHNOLOGY EQUIP
			58.67
			TEXTBOOKS/WORKBOOKS/INST KITS
			1,096.14
			PRINTING
			447.72
			RENTAL EQUIPMENT
			70.17
			TUITION/REGISTRATION/MEMBRSHIP
			4,410.00
			TRANSP IN LIEU OF TRANSP
			467.50
			17,547.24
00220344	03/26/2010	FEDEX	CONTRACT SERVICES
			69.02
			69.02
00220345	03/26/2010	FENDER, CARL	TRAVEL OUT OF DISTRICT
			154.00
			TRAVEL OUT OF STATE
			218.00
			372.00
00220346	03/26/2010	FLANAGAN, CATHERINE	SUPPLIES AND MATERIALS
			100.00
			100.00
00220348	03/26/2010	FOOD SERVICES OF AMERICA INC	SUPPLIES AND MATERIALS
			64,052.90
			CONTRACT SERVICES
			1,014.95

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			65,067.85
00220349	03/26/2010	FORCK, MARY ANN	SUPPLIES AND MATERIALS
			38.01
			38.01
00220350	03/26/2010	FRANZ FAMILY BAKERIES	SUPPLIES AND MATERIALS
			2,169.76
			2,169.76
00220351	03/26/2010	GOMES, DEBRA J	TEXTBOOKS/WORKBOOKS/INST KITS
			52.51
			52.51
00220352	03/26/2010	HANSEN, CINDY	TRAVEL IN DISTRICT
			83.75
			83.75
00220353	03/26/2010	HICKMAN, DEBBIE	SUPPLIES AND MATERIALS
			26.36
			26.36
00220354	03/26/2010	HULETT, CATHY	TRAVEL IN DISTRICT
			22.90
			22.90
00220355	03/26/2010	JOHNS, KATHLEEN	TEXTBOOKS/WORKBOOKS/INST KITS
			67.89
			67.89
00220356	03/26/2010	JONES, KENNETH W	CONTRACT SERVICES
			4,500.00
			4,500.00
00220357	03/26/2010	JUNIOR LIBRARY GUILD	SUPPLIES AND MATERIALS
			318.00
			318.00
00220358	03/26/2010	KIMMONS, JOEL	TRAVEL OUT OF DISTRICT
			36.00
			36.00
00220359	03/26/2010	KUMMERLE, CAROL	TEXTBOOKS/WORKBOOKS/INST KITS
			33.95
			33.95
00220360	03/26/2010	LAHEY, LYNN	SUPPLIES AND MATERIALS
			68.73
			68.73
00220361	03/26/2010	LANCASTER, SALLY A	TRAVEL OUT OF DISTRICT
			79.00
			79.00
00220362	03/26/2010	LEADING EDGE GYMNASTICS	CONTRACT SERVICES
			185.70
			185.70
00220363	03/26/2010	LENSEIGNE, KERT	TRAVEL OUT OF DISTRICT
			122.00
			122.00
00220364	03/26/2010	LITTLE RED SCHOOL HOUSE	CONTRACT SERVICES
			32,074.20
			32,074.20
00220365	03/26/2010	MCCULLOUGH, RICHARD A	CONTRACT SERVICES
			3,575.00
			3,575.00
00220366	03/26/2010	MONTANYE, AMY	TUITION/REGISTRATION/MEMBRSH
			220.00
			TRAVEL OUT OF DISTRICT
			454.42
			674.42
00220367	03/26/2010	NEITMAN, KRISTINE	TUITION/REGISTRATION/MEMBRSH
			100.00
			100.00
00220368	03/26/2010	NEXTEL COMMUNICATIONS INC	WIRELESS SERVICE
			579.30
			579.30
00220369	03/26/2010	NEY, PATTY	TRAVEL IN DISTRICT
			65.65
			65.65
00220371	03/26/2010	NORTHWEST TEXTBOOK DEPOSITORY	TEXTBOOKS/WORKBOOKS/INST KITS
			827,028.67
			827,028.67
00220372	03/26/2010	OPEL, PATRICK	TRAVEL OUT OF DISTRICT
			36.00

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			36.00
00220373	03/26/2010	OPPERUD, MARY ANN TRAVEL OUT OF DISTRICT	103.00
			103.00
00220374	03/26/2010	OSBURN, JASMUN FINES AND DAMAGES	86.00
			86.00
00220375	03/26/2010	PARK, YOOSIN FINES AND DAMAGES	24.00
			24.00
00220376	03/26/2010	PARSONS, ANAYS TRAVEL IN DISTRICT	266.00
			266.00
00220377	03/26/2010	PC & MACEXCHANGE SUPPLIES AND MATERIALS	73.00
			73.00
00220378	03/26/2010	PERKINS COIE LEGAL FEES	26,868.19
			26,868.19
00220379	03/26/2010	PERSONA BUSINESS PRINTING & DESIGN PRINTING	199.84
			199.84
00220380	03/26/2010	PG MUSIC INC SOFTWARE/HARDWARE AGREEMENTS	174.00
			174.00
00220381	03/26/2010	PHILLIPS, BOB TRAVEL IN DISTRICT	10.60
			10.60
00220382	03/26/2010	PIMENTA, AMALIA SUPPLIES AND MATERIALS	25.17
			25.17
00220383	03/26/2010	PITNEY BOWES INC SUPPLIES AND MATERIALS POSTAGE	87.36 370.18
			457.54
00220384	03/26/2010	PITNEY BOWES RESERVE ACCOUNT CLEARING ACCOUNT POSTAGE	19.11 1,034.89
			1,054.00
00220385	03/26/2010	PUD NO 1 SNOHOMISH CO ELECTRICITY	160,060.30
			160,060.30
00220386	03/26/2010	PUGET SOUND ENERGY GAS	14,078.58
			14,078.58
00220387	03/26/2010	RAYMOND, ROBERT C SUPPLIES AND MATERIALS	14.19
			14.19
00220388	03/26/2010	REFUGEE & IMMIGRANT SERVICES NW CONTRACT SERVICES	1,000.30
			1,000.30
00220389	03/26/2010	SAFEWAY INC SUPPLIES AND MATERIALS	183.69
			183.69
00220390	03/26/2010	SANDER, RICHARD TRAVEL OUT OF STATE	188.00
			188.00
00220391	03/26/2010	SEATTLE POTTERY SUPPLY INC SUPPLIES AND MATERIALS MAINTENANCE & REPAIRS	30.03 149.85
			179.88
00220392	03/26/2010	SERVICE PAPER COMPANY SUPPLIES AND MATERIALS	9,407.65
			9,407.65
00220393	03/26/2010	SHACKELFORD, ANDREA AZRIEL CONTRACT SERVICES	30.00
			30.00
00220394	03/26/2010	SHAFFER, SCOTT POSTAGE	17.12

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			17.12
00220395	03/26/2010	SHOAF MITCHELL, KAREN	TEXTBOOKS/WORKBOOKS/INST KITS
			52.66
			52.66
00220396	03/26/2010	SMITH, KAJA	SUPPLIES AND MATERIALS
			103.89
			103.89
00220397	03/26/2010	SOLID WASTE MANAGEMENT	REFUSE
			8,005.00
			8,005.00
00220398	03/26/2010	STARK, KEVIN	TRAVEL OUT OF DISTRICT
			36.00
			36.00
00220399	03/26/2010	STERICYCLE INC	CONTRACT SERVICES
			10.36
			10.36
00220400	03/26/2010	STOLZENBURG, BARBARA A	SUPPLIES AND MATERIALS
			50.00
			50.00
00220401	03/26/2010	STRONG, DEBRA	SUPPLIES AND MATERIALS
			32.72
			32.72
00220402	03/26/2010	SUNGARD PUBLIC SECTOR INC	CONTRACT SERVICES
			10,542.86
			10,542.86
00220403	03/26/2010	THERIAULT, TRACY	TRAVEL IN DISTRICT
			37.10
			37.10
00220404	03/26/2010	THUMMA, MARCIA	CONTRACT SERVICES
			60.00
			60.00
00220405	03/26/2010	TOP ECHELON CONTRACTING INC	CONTRACT SERVICES
			2,475.00
			2,475.00
00220406	03/26/2010	TRANE	SUPPLIES HVAC
			534.27
			534.27
00220407	03/26/2010	US HEALTHWORKS MEDICAL GROUP WA	CONTRACT SERVICES
			59.00
			59.00
00220408	03/26/2010	USA MOBILITY WIRELESS INC	WIRELESS SERVICE
			62.75
			62.75
00220409	03/26/2010	WATKINS, SUSAN J	SUPPLIES AND MATERIALS
			43.66
			43.66
00220410	03/26/2010	WELLS FARGO FINANCIAL LEASING INC	COPIER LEASE & MAINTENANCE
			20,495.15
			20,495.15
00220411	03/26/2010	WHOLE SYSTEMS LEARNING	RENTALS-FACILITIES
			68.75
			68.75
00220412	03/26/2010	WILLARD, JEANNE	TRAVEL IN DISTRICT
			26.40
			26.40
00220413	03/26/2010	WILLIAMSON, ANNA	TRAVEL IN DISTRICT
			62.70
			62.70
00220414	03/26/2010	WILSON, JANA	TRAVEL IN DISTRICT
			66.55
			TRAVEL OUT OF DISTRICT
			35.00
			101.55
00220415	03/26/2010	WINECOFF, NATALIA	CONTRACT SERVICES
			1,170.00
			1,170.00
00220416	03/26/2010	WINTERS, HOLLY	TRAVEL IN DISTRICT
			79.05
			79.05
00220417	03/26/2010	WOLTRING, DEBORAH	SUPPLIES AND MATERIALS
			11.78



Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			11.78
00220418	03/26/2010	WOODS, CATHY	
		TRAVEL OUT OF DISTRICT	15.00
			15.00
00220419	03/26/2010	YMCA CAMPING SERVICES	
		TUITION/REGISTRATION/MEMBRSHIP	2,000.00
			2,000.00
00220420	03/26/2010	ZEUTENHORST, GINA	
		TRAVEL IN DISTRICT	39.16
		TRAVEL OUT OF DISTRICT	59.40
			98.56
TOTAL			\$1,466,490.15



## Everett School District No. 2 Disbursement Approval

The undersigned Board of Directors of the Everett School District No 2 Snohomish County, Washington, do hereby certify that the merchandise and/or services specified have been received and are approved for payment in the amount of \$12,837,525.11 this 20th of April 2010.

_____ Secretary	_____ Board Member
_____ Board Member	_____ Board Member
_____ Board Member	_____ Board Member

### Warrant Numbers:

<u>From</u>	<u>Through</u>	<u>Description</u>	<u>Amount</u>
219474	219476	Supplemental Payroll	7,374.31
219685	219685	Supplemental Payroll	429.46
220159	220211	March Payroll	6,657,134.17
220421	220473	March Payroll Vendors	3,699,927.43
Electronic Transfer		March Payroll Taxes	<u>2,472,659.74</u>
		TOTAL	\$ 12,837,525.11



# AP VOUCHER REGISTER

**EVERETT PUBLIC SCHOOLS**

**Board Date: 04/20/2010**

Fund: GENERAL FUND

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

**Warrant Number 00220512 through 00220660 in the total amount of \$ 340,413.61**

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

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

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

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
00220512	04/02/2010	AAA FIRE EXTINGUISHER INC <i>CONTRACT SERVICES</i>	925.47
			925.47
00220513	04/02/2010	ADVANTAGE POINT LEARNING <i>CONTRACT SERVICES</i>	3,446.80
			3,446.80
00220514	04/02/2010	ALDERWOOD WATER DISTRICT <i>WATER</i>	193.06
			193.06
00220515	04/02/2010	ALEXANDER PRINTING COMPANY INC <i>PRINTING</i>	833.69
			833.69
00220516	04/02/2010	ALFYS PIZZA <i>SUPPLIES AND MATERIALS</i>	57.84
			57.84
00220517	04/02/2010	ALLIANCE NURSING <i>CONTRACT SERVICES</i>	590.62
			590.62
00220518	04/02/2010	AMERICAN LASER INC <i>SUPPLIES AND MATERIALS</i>	268.36
			268.36
00220519	04/02/2010	ANDERSON, KARI <i>SUPPLIES AND MATERIALS</i>	45.36
			45.36
00220520	04/02/2010	ASSOC OF WA SCHOOL PRINCIPALS INC <i>TUITION/REGISTRATION/MEMBRSHIP</i>	370.25
			370.25
00220521	04/02/2010	ASSOCIATED PETROLEUM PRODUCTS <i>SUPPLIES AND MATERIALS</i>	23,590.62
			23,590.62
00220522	04/02/2010	AWARDS OF PRAISE INC <i>SUPPLIES AND MATERIALS</i>	11.47
			11.47
00220523	04/02/2010	BALLBACH, BECKY <i>TRAVEL OUT OF DISTRICT</i>	139.67
			139.67
00220524	04/02/2010	BARNES AND NOBLE <i>SUPPLIES AND MATERIALS</i>	251.73
			251.73
00220525	04/02/2010	BENSON, MANDY <i>TRAVEL OUT OF DISTRICT</i>	121.00
			121.00
00220526	04/02/2010	BERTHOLET, NANCY <i>TRAVEL OUT OF DISTRICT</i>	15.00
			15.00

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
00220527	04/02/2010	BIRDSONG, MICHELLE	LEARNING ALLOCATION
			74.26
			74.26
00220528	04/02/2010	BOURKE, DAWN	TRAVEL IN DISTRICT
			80.40
			80.40
00220529	04/02/2010	BRITT, CHERYL	LEARNING ALLOCATION
			36.08
			36.08
00220530	04/02/2010	BRUSH, GEORGE	TRAVEL OUT OF DISTRICT
			118.00
			118.00
00220531	04/02/2010	BURNETT, SEVERINA	TRAVEL IN DISTRICT
			8.42
			8.42
00220532	04/02/2010	CAREERSTAFF UNLIMITED	CONTRACT SERVICES
			4,219.50
			4,219.50
00220533	04/02/2010	CATANZARO, ANNA	LEARNING ALLOCATION
			80.00
			80.00
00220534	04/02/2010	CENVEO	PRINTING
			773.86
			773.86
00220535	04/02/2010	CHAITEN, JOANIE	TRAVEL OUT OF DISTRICT
			75.00
			75.00
00220536	04/02/2010	CHAMBERS, JENNIFER	TRAVEL OUT OF DISTRICT
			63.10
			63.10
00220537	04/02/2010	CITY OF EVERETT	WATER
			1,463.07
			1,463.07
00220538	04/02/2010	CITY OF EVERETT	CONTRACT SERVICES
			19,144.77
			19,144.77
00220539	04/02/2010	CLOUGH, IRENE	SUPPLIES AND MATERIALS
			79.23
			79.23
00220540	04/02/2010	COAST REAL ESTATE SERVICES	CONTRACT SERVICES
			706.04
			706.04
00220541	04/02/2010	COLLINS, WILLIAM	TRAVEL OUT OF DISTRICT
			36.00
			36.00
00220542	04/02/2010	COOKE, ROBERT	SUPPLIES AND MATERIALS
			45.97
			45.97
00220543	04/02/2010	CRYSTAL SPRINGS WATER	SUPPLIES AND MATERIALS
			75.50
			75.50
00220545	04/02/2010	DAIRY VALLEY DISTRIBUTING	SUPPLIES AND MATERIALS
			13,437.48
			13,437.48
00220546	04/02/2010	DALBECK, KATHLEEN	CONTRACT SERVICES
			510.00
			510.00
00220547	04/02/2010	DETLOFF, MARY ELIZABETH	SUPPLIES AND MATERIALS
			68.18
			68.18
00220548	04/02/2010	DIAZ, AILINETTE	TRAVEL IN DISTRICT
			40.45
			40.45
00220549	04/02/2010	EDMONDS SCHOOL DISTRICT	CONTRACT SERVICES
			54,741.00
			54,741.00
00220550	04/02/2010	EK BEVERAGE	SUPPLIES AND MATERIALS
			156.21
			156.21
00220551	04/02/2010	ELLIS, MELISSA	LEARNING ALLOCATION
			138.50

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			138.50
00220552	04/02/2010	ENDREZZE, ANITA	TRAVEL IN DISTRICT
			5.60
			5.60
00220553	04/02/2010	ERICKSON, KIMBERLY	TRAVEL OUT OF DISTRICT
			36.00
			36.00
00220554	04/02/2010	EVANS, LYNN	TRAVEL OUT OF DISTRICT
			144.00
			144.00
00220559	04/02/2010	EVERETT PUBLIC SCHOOLS	SUPPLIES AND MATERIALS
			23,528.67
			POSTAGE
			59.26
			NON TAGABLE TECHNOLOGY EQUIP
			641.45
			TEXTBOOKS/WORKBOOKS/INST KITS
			2,203.33
			TUITION/REGISTRATION/MEMBRSHIP
			1,040.00
			TRANSP IN LIEU OF TRANSP
			4,624.00
			TRAVEL OUT OF DISTRICT
			1,475.52
			TRAVEL OUT OF STATE
			1,301.46
			34,873.69
00220560	04/02/2010	EVERETT PUBLIC SCHOOLS	SUPPLIES AND MATERIALS
			688.00
			688.00
00220561	04/02/2010	EVERGREEN PRINTING & GRAPHICS INC	PRINTING
			256.84
			256.84
00220562	04/02/2010	FELLER, TERRY	TRAVEL IN DISTRICT
			20.20
			20.20
00220564	04/02/2010	FOOD SERVICES OF AMERICA INC	SUPPLIES AND MATERIALS
			65,962.60
			CONTRACT SERVICES
			1,053.55
			67,016.15
00220565	04/02/2010	FRANZ FAMILY BAKERIES	SUPPLIES AND MATERIALS
			3,483.42
			3,483.42
00220566	04/02/2010	GALLI, JODI	TRAVEL OUT OF DISTRICT
			63.10
			63.10
00220567	04/02/2010	GLUTTING, EMILY	SUPPLIES AND MATERIALS
			12.05
			12.05
00220568	04/02/2010	GORDON, ELEANOR	TRAVEL IN DISTRICT
			40.00
			TRAVEL OUT OF DISTRICT
			54.20
			94.20
00220569	04/02/2010	HALSEY, SUSAN	TRAVEL IN DISTRICT
			12.80
			12.80
00220570	04/02/2010	HANEY, JUSTIN	TRAVEL OUT OF DISTRICT
			136.00
			136.00
00220571	04/02/2010	HAVENS, VERONDI	TRAVEL IN DISTRICT
			48.81
			48.81
00220572	04/02/2010	HORTON, MARISELA	LEARNING ALLOCATION
			280.10
			280.10
00220573	04/02/2010	JARCHOW, MICHIKO GRACE	SUPPLIES AND MATERIALS
			9.82
			9.82
00220574	04/02/2010	JENSEN, JAMIE	SUPPLIES AND MATERIALS
			180.86
			180.86
00220575	04/02/2010	JOHANSEN MECHANICAL	MAINTENANCE & REPAIRS
			561.29

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			561.29
00220576	04/02/2010	JOHNSON, MICHAEL	SUPPLIES AND MATERIALS
			40.83
			40.83
00220577	04/02/2010	JONES, MILISSA	TRAVEL IN DISTRICT
			31.00
			31.00
00220578	04/02/2010	JW PEPPER AND SON INC	SUPPLIES AND MATERIALS
			409.25
			409.25
00220579	04/02/2010	KALEIWAHEA, RHONDA	TEXTBOOKS/WORKBOOKS/INST KITS
			50.85
			TRAVEL OUT OF STATE
			164.75
			215.60
00220580	04/02/2010	KANIS, PAT	TRAVEL IN DISTRICT
			4.00
			4.00
00220581	04/02/2010	KING COUNTY DIRECTORS ASSOCIATON	SUPPLIES AND MATERIALS
			10,768.44
			PAPER
			8,121.12
			18,889.56
00220582	04/02/2010	KRIPPNER, CARINA	TRAVEL IN DISTRICT
			120.75
			120.75
00220583	04/02/2010	LAB RESOURCES	TECHNOLOGY SOFTWARE
			351.90
			351.90
00220584	04/02/2010	LAMBERT, CINDY	TRAVEL IN DISTRICT
			32.20
			32.20
00220585	04/02/2010	LANGLEY, CRAIG	TRAVEL OUT OF STATE
			281.37
			281.37
00220586	04/02/2010	LAUZON, LYNELLE	TRAVEL OUT OF DISTRICT
			32.00
			32.00
00220587	04/02/2010	LAWSON, LINNEA	TEXTBOOKS/WORKBOOKS/INST KITS
			33.95
			33.95
00220588	04/02/2010	LEE, ALARIC	SALE OF GOODS, SUPP, SVCS
			6.00
			6.00
00220589	04/02/2010	LEGOWIK ZOHN, CAROLE	SUPPLIES AND MATERIALS
			39.25
			39.25
00220590	04/02/2010	LIBRARY VIDEO CO	SUPPLIES AND MATERIALS
			106.70
			106.70
00220591	04/02/2010	LILLIBRIDGE, SUZANNE K	TRAVEL OUT OF STATE
			165.75
			165.75
00220592	04/02/2010	LOOMIS FARGO AND COMPANY	CONTRACT SERVICES
			410.88
			410.88
00220593	04/02/2010	MARKS, LARAE	TRAVEL IN DISTRICT
			108.95
			108.95
00220594	04/02/2010	MARYSVILLE CLEANERS	CONTRACT SERVICES
			209.04
			209.04
00220595	04/02/2010	MAYNARD, WENDI	TRAVEL OUT OF DISTRICT
			62.00
			62.00
00220596	04/02/2010	MCCLURE, MARGARET	TRAVEL OUT OF DISTRICT
			71.50
			71.50
00220597	04/02/2010	MICRO COMPUTER SYSTEMS INC	NON TAGABLE TECHNOLOGY EQUIP
			6,895.98
			COMPUTER EQUIP<5,000 THEFT SEN
			2,607.70



Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			9,503.68
00220598	04/02/2010	MILLS MUSIC INC	MAINTENANCE & REPAIRS
			222.34
			222.34
00220599	04/02/2010	MOUNTAIN HOME BIOLOGICAL	SUPPLIES AND MATERIALS
			79.82
			79.82
00220600	04/02/2010	MT PILCHUCK MUSIC EDUCATORS ASSOC	TUITION/REGISTRATION/MEMBRSH
			187.50
			187.50
00220601	04/02/2010	NELSON, JOSHUA	TRAVEL OUT OF DISTRICT
			36.00
			36.00
00220602	04/02/2010	NORTHWEST K-8 LEARNING SUPPORT IN	CONTRACT SERVICES
			960.00
			960.00
00220603	04/02/2010	O'CONNOR, LISA	TRAVEL OUT OF DISTRICT
			41.00
			41.00
00220604	04/02/2010	OFFICE OF SUPT OF PUBLIC INSTRUCTIO	FINGERPRINTING
			92.50
			92.50
00220605	04/02/2010	PAR INC	SUPPLIES AND MATERIALS
			393.12
			393.12
00220606	04/02/2010	PERCIVAL, PATRICIA	TRAVEL IN DISTRICT
			108.93
			108.93
00220607	04/02/2010	PETERS, DAVID S	TRAVEL OUT OF STATE
			802.33
			802.33
00220608	04/02/2010	PETERSEN, ED	TRAVEL OUT OF DISTRICT
			132.00
			132.00
00220609	04/02/2010	PETTIT, ROBIN	TRAVEL IN DISTRICT
			58.30
			58.30
00220610	04/02/2010	PHONAK INC	HEARING IMPAIRED SYSTEMS
			126.49
			126.49
00220611	04/02/2010	PITNEY BOWES RESERVE ACCOUNT	CLEARING ACCOUNT
			9.24
			1,971.76
			1,981.00
00220612	04/02/2010	POWELL, STEPHANIE	TRAVEL IN DISTRICT
			9.10
			9.10
00220613	04/02/2010	PUD NO 1 SNOHOMISH CO	ELECTRICITY
			15,854.69
			15,854.69
00220614	04/02/2010	PUGET SOUND DATA SYSTEMS	SOFTWARE/HARDWARE AGREEMENTS
			861.59
			861.59
00220615	04/02/2010	PUGET SOUND ENERGY	GAS
			22,413.60
			22,413.60
00220616	04/02/2010	PUGET SOUND ESD	TUITION/REGISTRATION/MEMBRSH
			130.00
			130.00
00220617	04/02/2010	RAYMOND, ROBERT C	TRAVEL OUT OF DISTRICT
			152.00
			152.00
00220618	04/02/2010	REALITY WORKS INC	SUPPLIES AND MATERIALS
			62.25
			62.25
00220619	04/02/2010	REFUGEE & IMMIGRANT SERVICES NW	CONTRACT SERVICES
			1,905.05
			1,905.05
00220620	04/02/2010	REKHTIN, OKSANA	TRAVEL IN DISTRICT
			203.77

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			203.77
00220621	04/02/2010	RICE, NEWEL S	WIRELESS SERVICE
			74.00
			74.00
00220622	04/02/2010	RJGBY, AMANDA S	TRAVEL IN DISTRICT
			21.90
			21.90
00220623	04/02/2010	ROGERS, BEVERLY	POSTAGE
			5.60
			5.60
00220624	04/02/2010	ROGERS, KELLY	TRAVEL OUT OF DISTRICT
			39.00
			39.00
00220625	04/02/2010	ROWLAND, MARY	SUPPLIES AND MATERIALS
			11.06
			11.06
00220626	04/02/2010	SAFEWAY INC	SUPPLIES AND MATERIALS
			35.96
			35.96
00220627	04/02/2010	SEABERG, RANDI	TRAVEL OUT OF DISTRICT
			181.50
			181.50
00220628	04/02/2010	SEATTLE CHILDRENS THEATRE INC	TUITION/REGISTRATION/MEMBRSHIP
			1,288.00
			1,288.00
00220629	04/02/2010	SEIBER, AMY	TRAVEL OUT OF DISTRICT
			545.58
			545.58
00220630	04/02/2010	SERVICE PAPER COMPANY	SUPPLIES AND MATERIALS
			4,888.11
			4,888.11
00220631	04/02/2010	SHAW ELEVATOR COMPANY LLC	CONTRACT SERVICES
			494.13
			494.13
00220632	04/02/2010	SHEPHERD, KELLY	TRAVEL OUT OF DISTRICT
			26.00
			26.00
00220633	04/02/2010	SODERQVIST, MARIA	FINES AND DAMAGES
			15.00
			15.00
00220634	04/02/2010	SOTAK, ROBERT	TRAVEL IN DISTRICT
			40.25
			TRAVEL OUT OF DISTRICT
			297.80
			338.05
00220635	04/02/2010	STAVANG, TRACY	TRAVEL OUT OF DISTRICT
			40.00
			40.00
00220636	04/02/2010	SWAN, KELLY M	SUPPLIES AND MATERIALS
			73.53
			73.53
00220637	04/02/2010	THERAPY SHOPPE	SUPPLIES AND MATERIALS
			35.98
			35.98
00220638	04/02/2010	TIMPVUE TECHNOLOGIES	HEARING IMPAIRED SYSTEMS
			200.00
			200.00
00220639	04/02/2010	TOP ECHELON CONTRACTING INC	CONTRACT SERVICES
			4,455.00
			4,455.00
00220640	04/02/2010	TOY WORKSHOP INC, THE	CONTRACT SERVICES
			775.00
			775.00
00220641	04/02/2010	TROPICANA CHILLED DSD	SUPPLIES AND MATERIALS
			470.40
			470.40
00220642	04/02/2010	UNITED GROCERS INC	SUPPLIES AND MATERIALS
			142.03
			142.03
00220643	04/02/2010	UNITED LABORATORIES	SUPPLIES AND MATERIALS
			269.39

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			269.39
00220644	04/02/2010	USENKO, ANATOLIY	<i>FINES AND DAMAGES</i>
			5.00
			5.00
00220645	04/02/2010	VERIZON NORTHWEST	<i>E911 Lines</i>
			117.57
			117.57
00220646	04/02/2010	VILLAGE THEATRE	<i>TUITION/REGISTRATION/MEMBRSH</i>
			442.00
			442.00
00220647	04/02/2010	WA ASSOC FOR BILINGUAL ED	<i>TUITION/REGISTRATION/MEMBRSH</i>
			585.00
			585.00
00220648	04/02/2010	WA REEDUCATION ASSOCIATION	<i>TUITION/REGISTRATION/MEMBRSH</i>
			3,450.00
			3,450.00
00220649	04/02/2010	WA STATE UNIVERSITY	<i>TUITION/REGISTRATION/MEMBRSH</i>
			450.00
			450.00
00220650	04/02/2010	WASTE MANAGEMENT NORTHWEST INC	<i>REFUSE</i>
			119.76
			119.76
00220651	04/02/2010	WATTS, GAYLE	<i>SUPPLIES AND MATERIALS</i>
			6.00
			6.00
00220652	04/02/2010	WEBSTER, MELISSA	<i>SUPPLIES AND MATERIALS</i>
			16.00
			<i>TRAVEL OUT OF DISTRICT</i>
			40.00
			56.00
00220653	04/02/2010	WHIPPLE, TAMMY	<i>SUPPLIES AND MATERIALS</i>
			139.92
			139.92
00220654	04/02/2010	WILKINS, SHELLY	<i>TRAVEL IN DISTRICT</i>
			27.05
			27.05
00220655	04/02/2010	WILLIAMS M ED BCBA, PENNY	<i>CONTRACT SERVICES</i>
			4,085.00
			4,085.00
00220656	04/02/2010	WILLIAMS, RIC	<i>TRAVEL IN DISTRICT</i>
			37.80
			<i>TRAVEL OUT OF DISTRICT</i>
			9.10
			46.90
00220657	04/02/2010	WRIGHT, TERESA	<i>SUPPLIES AND MATERIALS</i>
			50.76
			50.76
00220658	04/02/2010	YMCA OF TACOMA-PIERCE COUNTY	<i>TUITION/REGISTRATION/MEMBRSH</i>
			1,326.00
			1,326.00
00220659	04/02/2010	ZEVENBERGEN, BEVERLY	<i>TRAVEL IN DISTRICT</i>
			87.00
			87.00
00220660	04/02/2010	ZOOMERANG	<i>SOFTWARE/HARDWARE AGREEMENTS</i>
			2,100.00
			2,100.00

**TOTAL** \$340,413.61



# AP VOUCHER REGISTER

**EVERETT PUBLIC SCHOOLS**

**Board Date: 04/20/2010**

Fund: CAPITAL PROJECTS FUND

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

**Warrant Number 00219686 through 00219711 in the total amount of \$ 1,884,977.22**

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

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

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

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

Warrant #	Warrant Date	Payee Name	Warrant Amount
00219686	03/12/2010	ALTERNATIVE ENVIRONMENTAL TECHNOLOGIES	601.56
00219687	03/12/2010	BAYLEY CONSTRUCTION	893,459.16
00219688	03/12/2010	BILLS BLUEPRINT INC	41.41
00219689	03/12/2010	COLLINS, JENNIFER	83.75
00219690	03/12/2010	DATA BASE	19.13
00219691	03/12/2010	DEPARTMENT OF ECOLOGY	316.27
00219692	03/12/2010	DYKEMAN ARCHITECTS	1,110.88
00219693	03/12/2010	EVERETT PUBLIC SCHOOLS	133,471.04
00219694	03/12/2010	GRAHAM CONTRACTING LTD	766,790.08
00219695	03/12/2010	GREENBUSCH GROUP INC.	825.00
00219696	03/12/2010	JUDD AND BLACK INC	2,857.77
00219697	03/12/2010	KENNING, BARRIE	1,783.24
00219698	03/12/2010	KEY BANK NA GRAHAM CONTRACTING LTD	36,688.52
00219699	03/12/2010	KRAZAN AND ASSOCIATES	811.00
00219700	03/12/2010	MCKINSTRY CO	9,000.00
00219701	03/12/2010	NARDONE MECHANICAL CONTRACTOR INC	2,303.49
00219702	03/12/2010	NORTHWEST DATUM & DESIGN INC	4,810.00
00219703	03/12/2010	ORCA ELECTRICAL CONTRACTORS LLC	2,995.36
00219704	03/12/2010	PACIFIC MOBILE STRUCTURES	1,838.85
00219705	03/12/2010	PUD NO 1 SNOHOMISH CO	19,180.60
00219706	03/12/2010	RUBATINO REFUSE REMOVAL INC	94.71
00219707	03/12/2010	SERVICE PAPER COMPANY	257.98
00219708	03/12/2010	SHOCKEY BRENT INCORPORATED	1,392.70

<b>Warrant #</b>	<b>Warrant Date</b>	<b>Payee Name</b>	<b>Warrant Amount</b>
00219709	03/12/2010	SOUNDVIEW AERIAL PHOTOGRAPHY INC	549.28
00219710	03/12/2010	STAR RENTALS	895.44
00219711	03/12/2010	STEWART & ASSOCIATES INC	2,800.00
<b>TOTAL</b>			<b>\$1,884,977.22</b>

# AP VOUCHER REGISTER

**EVERETT PUBLIC SCHOOLS**

**Board Date: 04/20/2010**

Fund: CAPITAL PROJECTS FUND

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

**Warrant Number 00220212 through 00220238 in the total amount of \$ 1,091,184.64**

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

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

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

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
00220212	03/26/2010	ASSOCIATED EARTH SCIENCES INC	GEOTECHNICAL REPORT/TESTING
			GEOTECHNICAL TESTING/INSPECT
			12,336.45 42,535.05 54,871.50
00220213	03/26/2010	BAYLEY CONSTRUCTION	GENERAL CONTRACTOR
			GENERAL CONTRACTOR CNG ORDER
			GENERAL CONTRACTOR WSST
			521,802.33 81,861.00 55,537.03 659,200.36
00220214	03/26/2010	CRYSTAL SPRINGS WATER	OTHER PROJECT EXPENSES
			277.57 277.57
00220215	03/26/2010	D R STRONG CONSULTING ENGINEERS	OTHER GENERAL SUPPORT
			SURVEYING
			41.27 917.50 958.77
00220216	03/26/2010	DELTA TECHNOLOGY	OTHER CONTRACTOR
			2,484.77 2,484.77
00220217	03/26/2010	DEPARTMENT OF REVENUE	OTHER CONTRACTOR
			OTHER PROJECT EXPENSES
			COMPUTERS/HARDWARE
			NON-INSTRUCTIONAL SOFTWARE
			OTHER FURNITURE/EQUIPMENT
			KITCHEN/LUNCHROOM EQUIPMENT
			OTHER HARDWARE EQUIPMENT
			CABLING/OTHER
			13.80 16.56 282.07 736.00 9,850.18 31.54 40.76 7.22 10,978.13
00220218	03/26/2010	DYKEMAN ARCHITECTS	GENERAL ARCHITECT/ENGINEER
			ARCHITECT/ENGINEER ADDITIONAL
			ARCHITECT/ENGINEER REIMBURSABL
			OTHER ARCHITECT/ENGINEER
			OTHER GENERAL SUPPORT
			EDUCATIONAL SPECIFICATIONS
			141,097.60 104,754.44 73.28 8,632.50 855.00 995.00 256,407.82
00220219	03/26/2010	EVERETT PUBLIC SCHOOLS	MATERIALS - F & P DEPT
			OTHER PROJECT EXPENSES
			98.27 67.10 165.37

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
00220220	03/26/2010	HILL INTERNATIONAL CONSTRUCTION SUPERVISION	10,909.00 10,909.00
00220221	03/26/2010	INTEGRUS ARCHITECTURE ARCHITECT/ENGINEER REIMBURSABL	4,757.50 4,757.50
00220222	03/26/2010	KELLER ELECTRIC INC OTHER CONTRACTOR	2,708.72 2,708.72
00220223	03/26/2010	KLAPPENBACH ARCHITECTS GENERAL ARCHITECT/ENGINEER ARCHITECT/ENGINEER ADDITIONAL	28,002.20 387.75 28,389.95
00220224	03/26/2010	MCCALLUM & ASSOCIATES REAL ESTATE ASSESSMT/APPRAISAL	450.00 450.00
00220225	03/26/2010	MENG ANALYSIS COMMISSIONING	1,626.06 1,626.06
00220226	03/26/2010	NAC ARCHITECTURE GENERAL ARCHITECT/ENGINEER	10,630.00 10,630.00
00220227	03/26/2010	NORTHWEST DATUM & DESIGN INC SURVEYING	1,600.00 1,600.00
00220228	03/26/2010	NORTHWEST INFORMATION SERVICES OTHER GENERAL SUPPORT	5,999.98 5,999.98
00220229	03/26/2010	PACIFIC MOBILE STRUCTURES OTHER PROJECT EXPENSES	2,419.60 2,419.60
00220230	03/26/2010	PERKINS COIE LEGAL/ATTORNEY STATE REQUIRED	2,327.87 878.22 3,206.09
00220231	03/26/2010	PUD NO 1 SNOHOMISH CO OTHER PROJECT EXPENSES	134.54 134.54
00220232	03/26/2010	SHOCKEY BRENT INCORPORATED OTHER GENERAL SUPPORT	1,558.85 1,558.85
00220233	03/26/2010	SONITROL PACIFIC INC OTHER CONTRACTOR	12,961.71 12,961.71
00220234	03/26/2010	STRATA GEOTECH ENG & MATERIALS TE MATERIALS TESTING/INSPECTION	825.00 825.00
00220235	03/26/2010	TRES WEST ENGINEERS INC. GENERAL ARCHITECT/ENGINEER	3,450.00 3,450.00
00220236	03/26/2010	WA ASSOC OF MAINT OPERATIONS ADM MEMBERSHIP DUES	60.00 60.00
00220237	03/26/2010	WALKENHORST, JAMES OTHER GENERAL SUPPORT	13,965.00 13,965.00
00220238	03/26/2010	WALKER, DARCY MILEAGE	188.35 188.35

**TOTAL \$1,091,184.64**



# AP VOUCHER REGISTER

**EVERETT PUBLIC SCHOOLS**

**Board Date: 04/20/2010**

**Fund: ASSOCIATED STUDENT BODY FUND**

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

**Warrant Number 00219712 through 00219797 in the total amount of \$ 91,255.17**

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

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

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

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

Warrant #	Warrant Date	Payee Name	Warrant Amount
00219712	03/12/2010	ALFYS PIZZA	57.84
00219713	03/12/2010	ALFYS PIZZA	14.25
00219714	03/12/2010	ALFYS PIZZA	31.26
00219715	03/12/2010	AMERICA'S BEST VALUE INN AND SUITES	1,000.00
00219716	03/12/2010	ANDY MARK	296.68
00219717	03/12/2010	ASB IMPREST FUND EHS	540.00
00219718	03/12/2010	ASSOC OF WA SCHOOL PRINCIPALS INC	5,312.00
00219719	03/12/2010	AUCHTERLONIE, LINDA	56.87
00219720	03/12/2010	AWARDS OF PRAISE INC	439.75
00219721	03/12/2010	BAKERS MEDICAL SERVICES	19.91
00219722	03/12/2010	BARTELL DRUGS	36.93
00219723	03/12/2010	BEN FRANKLIN	64.36
00219724	03/12/2010	BEST WESTERN INC	797.36
00219725	03/12/2010	BLAZING BAGELS	70.00
00219726	03/12/2010	BOLME, PAUL	98.00
00219727	03/12/2010	BOWER, FRANK	77.00
00219728	03/12/2010	CALDERON, JESSE	114.00
00219729	03/12/2010	CARTER, MARK	120.00
00219730	03/12/2010	CASCADE VALLEY BLENDS	136.52
00219731	03/12/2010	DAIRY FRESH FARMS	272.10
00219732	03/12/2010	DAYS INN	314.64
00219733	03/12/2010	DIGITAL SCOUT INC	514.95
00219734	03/12/2010	DISPLAY & COSTUME SUPPLY INC	357.28

<b>Warrant #</b>	<b>Warrant Date</b>	<b>Payee Name</b>	<b>Warrant Amount</b>
00219735	03/12/2010	DURHAM SCHOOL SERVICE LP	946.42
00219736	03/12/2010	EDMONDS COMMUNITY COLLEGE	500.00
00219737	03/12/2010	ENTERPRISE RENT A CAR INC	69.84
00219738	03/12/2010	EVERETT GOSPEL MISSION	62.39
00219739	03/12/2010	EVERETT PUBLIC SCHOOLS	1,354.41
00219740	03/12/2010	EVERETT PUBLIC SCHOOLS	210.00
00219741	03/12/2010	EVERETT PUBLIC SCHOOLS	1,221.93
00219742	03/12/2010	EVERETT SILVERTIPS	660.00
00219743	03/12/2010	EVERGREEN PRINTING & GRAPHICS INC	63.17
00219744	03/12/2010	FRED MEYER	59.45
00219745	03/12/2010	FREEMAN, TODD	114.00
00219746	03/12/2010	GERADS, VANESSA	154.00
00219747	03/12/2010	GREAT AMERICAN OPPORTUNITIES	15,790.50
00219748	03/12/2010	H&L SPORTING GOODS	4,886.91
00219749	03/12/2010	HAMPTON INN	585.68
00219750	03/12/2010	HASSTEDT, ROBERTA	53.23
00219751	03/12/2010	HICKS, RON	44.00
00219752	03/12/2010	HOWARD JOHNSONS	480.00
00219753	03/12/2010	INSIDE SCOOP	85.50
00219754	03/12/2010	JW PEPPER AND SON INC	18.61
00219755	03/12/2010	KENNELLY KEYS MUSIC INC	145.34
00219756	03/12/2010	LOWELL, CATHERINE	2,100.00
00219757	03/12/2010	LOWES	287.64
00219758	03/12/2010	MAGGLIANO'S	574.15
00219759	03/12/2010	MOFFAT, LESLEY	156.00
00219760	03/12/2010	MPHS FASTPITCH BOOSTERS	100.00
00219761	03/12/2010	MT PILCHUCK MUSIC EDUCATORS ASSOCIATION	375.00
00219762	03/12/2010	NELSON, MEG	120.00
00219763	03/12/2010	NORCOSTCO INC	2,764.27
00219764	03/12/2010	NORTHWEST VOCAL JAZZ FESTIVAL MHCC	435.00
00219765	03/12/2010	OTIS SPUNKMEYER INC	228.34
00219766	03/12/2010	PACIFIC NORTHWEST THEATRE ASSOC INC	1,113.70
00219767	03/12/2010	PAPA JOHNS PIZZA	657.00
00219768	03/12/2010	PEACOCKE, KYLE J	77.00
00219769	03/12/2010	PUETZ GOLF	295.49
00219770	03/12/2010	QFC	54.47
00219771	03/12/2010	ROBLES, DONNA	350.00
00219772	03/12/2010	ROGERS HIGH SCHOOL	50.00
00219773	03/12/2010	RON JOHNSON REBUILDING	409.70
00219774	03/12/2010	SAFEWAY INC	149.85

Warrant #	Warrant Date	Payee Name	Warrant Amount
00219775	03/12/2010	SCOREBOARD SPORTS	194.95
00219776	03/12/2010	SCREEN PRINTING NORTHWEST INC	1,225.00
00219777	03/12/2010	SLOCOMBE, JOAN NEWLIN	500.00
00219778	03/12/2010	SMITH, ERIC	132.00
00219779	03/12/2010	SNO CO BASKETBALL OFFICIALS ASSOC	2,018.40
00219780	03/12/2010	SNO CO BOARD OF WOMENS BBALL OFFICIALS	6,352.98
00219781	03/12/2010	SNO CO WRESTLING OFFICIALS ASSOC	1,358.26
00219782	03/12/2010	SNOHOMISH PUBLISHING CO INC	2,874.25
00219783	03/12/2010	SOCCER WEST	1,365.47
00219784	03/12/2010	STADIUM FLOWERS INC	681.31
00219785	03/12/2010	SUMMIT VENDING	142.47
00219786	03/12/2010	SUND, JENIFER	88.00
00219787	03/12/2010	TARGET BANK	53.86
00219788	03/12/2010	UNITED GROCERS INC	47.17
00219789	03/12/2010	UPS STORE	54.03
00219790	03/12/2010	VINDICO PRINTING & DESIGN	1,659.50
00219791	03/12/2010	VOLUNTEERS OF AMERICA NORTHWEST WA	3,099.20
00219792	03/12/2010	WA STATE MATH COUNCIL	130.00
00219793	03/12/2010	WALSWORTH PUBLISHING CO	BID 18,596.80
00219794	03/12/2010	WEBER, EDWARD	100.00
00219795	03/12/2010	WENGER CORPORATION	1,875.37
00219796	03/12/2010	WILSON, MICHAEL D	114.00
00219797	03/12/2010	WITTCO SYSTEMS INC	47.46
<b>TOTAL</b>			<b>\$91,255.17</b>



# AP VOUCHER REGISTER

## EVERETT PUBLIC SCHOOLS

Board Date: 04/20/2010

Fund: ASSOCIATED STUDENT BODY FUND

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

**Warrant Number** 00220239 **through** 00220291 **in the total amount of \$** 54,758.93

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

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

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

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
00220239	03/26/2010	ALFYS PIZZA <i>SUPPLIES AND MATERIALS</i>	<u>197.71</u> 197.71
00220240	03/26/2010	ANDERSONS <i>SUPPLIES AND MATERIALS</i>	<u>863.25</u> 863.25
00220241	03/26/2010	ASB IMPREST FUND JACKSON HIGH <i>SUPPLIES AND MATERIALS</i>	<u>1,824.00</u> 1,824.00
00220242	03/26/2010	BELLEVUE HIGH SCHOOL <i>CONTRACT SERVICES</i>	<u>120.00</u> 120.00
00220243	03/26/2010	CHAD HYMAS COMMUNICATIONS INC <i>CONTRACT SERVICES</i>	<u>714.28</u> 714.28
00220244	03/26/2010	CHILDRENS HOSPITAL <i>CONTRACT SERVICES</i>	<u>750.00</u> 750.00
00220245	03/26/2010	CRUM, AMY <i>SUPPLIES AND MATERIALS</i>	<u>28.14</u> 28.14
00220247	03/26/2010	DEPARTMENT OF REVENUE <i>SUPPLIES AND MATERIALS</i> <i>CONTRACT SERVICES</i>	<u>1,440.92</u> <u>19.00</u> 1,459.92
00220248	03/26/2010	DISPLAY & COSTUME SUPPLY INC <i>SUPPLIES AND MATERIALS</i>	<u>155.95</u> 155.95
00220249	03/26/2010	DURHAM SCHOOL SERVICE LP <i>CONTRACT SERVICES</i>	<u>2,399.06</u> 2,399.06
00220250	03/26/2010	E-ROCK ENTERTAINMENT <i>CONTRACT SERVICES</i>	<u>400.00</u> 400.00
00220251	03/26/2010	EISENHOWER HIGH SCHOOL ASB <i>CONTRACT SERVICES</i>	<u>80.00</u> 80.00
00220252	03/26/2010	EMERALD RIDGE HIGH SCHOOL <i>CONTRACT SERVICES</i>	<u>32.00</u> 32.00
00220253	03/26/2010	ENTERTAINMENT PUBLICATIONS INC <i>SUPPLIES AND MATERIALS</i>	<u>2,738.40</u> 2,738.40
00220254	03/26/2010	EVERETT PUBLIC SCHOOLS <i>SUPPLIES AND MATERIALS</i>	<u>1,126.61</u>

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			1,126.61
00220255	03/26/2010	FRED MEYER	SUPPLIES AND MATERIALS
			69.05
			69.05
00220256	03/26/2010	GILE, RICHARD	SUPPLIES AND MATERIALS
			188.60
			188.60
00220257	03/26/2010	GLACIER LANES INC	CONTRACT SERVICES
			80.00
			80.00
00220258	03/26/2010	H&L SPORTING GOODS	SUPPLIES AND MATERIALS
			948.01
			948.01
00220259	03/26/2010	HAGGEN INC	SUPPLIES AND MATERIALS
			77.20
			77.20
00220260	03/26/2010	HARKER, WILLIAM	REVENUE-ASB
			12.50
			12.50
00220261	03/26/2010	HERFF JONES INC	SUPPLIES AND MATERIALS
			8,125.00
			8,125.00
00220262	03/26/2010	HERITAGE FESTIVALS	CONTRACT SERVICES
			575.00
			575.00
00220263	03/26/2010	LEGION MEMORIAL GOLF COURSE	SUPPLIES AND MATERIALS
			389.19
			389.19
00220264	03/26/2010	LONGSHOTS GOLF DRIVING RANGE	SUPPLIES AND MATERIALS
			305.76
			305.76
00220265	03/26/2010	MAROHL, LYNN	REVENUE-ASB
			75.00
			75.00
00220266	03/26/2010	MOBILE DJ COMPANY	CONTRACT SERVICES
			600.00
			600.00
00220267	03/26/2010	MT PILCHUCK MUSIC EDUCATORS ASSOC	CONTRACT SERVICES
			250.00
			250.00
00220268	03/26/2010	OTIS SPUNKMEYER INC	SUPPLIES AND MATERIALS
			288.25
			288.25
00220269	03/26/2010	OWEN, BRIAN	SUPPLIES AND MATERIALS
			100.00
			100.00
00220270	03/26/2010	PACIFIC NORTHWEST THEATRE ASSOCIA	SUPPLIES AND MATERIALS
			48.59
			48.59
00220271	03/26/2010	PLAYSCRIPTS INC	CONTRACT SERVICES
			225.00
			225.00
00220272	03/26/2010	PUGET SOUND COACH LINES INC	CONTRACT SERVICES
			8,935.74
			8,935.74
00220273	03/26/2010	ROUND TABLE PIZZA	SUPPLIES AND MATERIALS
			183.74
			183.74
00220274	03/26/2010	SAFEWAY INC	SUPPLIES AND MATERIALS
			125.50
			125.50
00220275	03/26/2010	SEATTLE GOLF SHOW	SUPPLIES AND MATERIALS
			72.00
			72.00
00220276	03/26/2010	SEES CANDY COMPANY	SUPPLIES AND MATERIALS
			1,132.05
			1,132.05
00220277	03/26/2010	SEHOME HIGH SCHOOL	CONTRACT SERVICES
			100.00
			100.00

<b>Warrant Number</b>	<b>Warrant Date</b>	<b>Payee Name / Category</b>	<b>Warrant Amount</b>
00220278	03/26/2010	SHORELINE SCHOOL DISTRICT	<i>CONTRACT SERVICES</i>
			<u>125.00</u>
			125.00
00220279	03/26/2010	SNO CO BASKETBALL OFFICIALS ASSOC	<i>CONTRACT SERVICES</i>
			<u>2,516.16</u>
			2,516.16
00220280	03/26/2010	SNO CO BOARD OF WOMENS BBALL OFFI	<i>CONTRACT SERVICES</i>
			<u>2,870.21</u>
			2,870.21
00220281	03/26/2010	SNO CO WRESTLING OFFICIALS ASSOC	<i>CONTRACT SERVICES</i>
			<u>1,059.94</u>
			1,059.94
00220282	03/26/2010	SNOHOMISH HIGH SCHOOL	<i>CONTRACT SERVICES</i>
			<u>185.00</u>
			185.00
00220283	03/26/2010	STEEL CLAW WRESTLING CLUB	<i>CONTRACT SERVICES</i>
			<u>30.00</u>
			30.00
00220284	03/26/2010	STOSKOPF HEDGES, GRETCHEN M	<i>SUPPLIES AND MATERIALS</i>
			<u>170.14</u>
			170.14
00220285	03/26/2010	SUTH, BANYEN	<i>REVENUE-ASB</i>
			<u>17.50</u>
			17.50
00220286	03/26/2010	TROPHIES & AWARDS UNLIMITED	<i>SUPPLIES AND MATERIALS</i>
			<u>780.05</u>
			780.05
00220287	03/26/2010	UNITED GROCERS INC	<i>SUPPLIES AND MATERIALS</i>
			<u>82.15</u>
			82.15
00220288	03/26/2010	VARSITY	<i>SUPPLIES AND MATERIALS</i>
			<u>10,575.47</u>
			10,575.47
00220289	03/26/2010	WA DECA INC	<i>CONTRACT SERVICES</i>
			<u>319.00</u>
			319.00
00220290	03/26/2010	WELLS FARGO FINANCIAL LEASING INC	<i>CONTRACT SERVICES</i>
			<u>88.27</u>
			88.27
00220291	03/26/2010	WOODSHED EMBROIDERY	<i>SUPPLIES AND MATERIALS</i>
			<u>144.54</u>
			144.54
<b>TOTAL</b>			<b>\$54,758.93</b>





# AP VOUCHER REGISTER

## EVERETT PUBLIC SCHOOLS

Board Date: 04/20/2010

Fund: ASSOCIATED STUDENT BODY FUND

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

**Warrant Number** 00220477 **through** 00220511 **in the total amount of \$** 29,948.61

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

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

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

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
00220477	04/02/2010	A-Z BALLOON WHOLESALERS <i>SUPPLIES AND MATERIALS</i>	<u>10.95</u> 10.95
00220478	04/02/2010	ALEXANDER, SHEA <i>CONTRACT SERVICES</i>	<u>120.00</u> 120.00
00220479	04/02/2010	ALFYS PIZZA <i>SUPPLIES AND MATERIALS</i>	<u>87.32</u> 87.32
00220480	04/02/2010	ASB IMPREST FUND JACKSON HIGH <i>SUPPLIES AND MATERIALS</i>	<u>1,078.00</u> 1,078.00
00220481	04/02/2010	ASSOC OF WA SCHOOL PRINCIPALS INC <i>CONTRACT SERVICES</i>	<u>475.00</u> 475.00
00220482	04/02/2010	AWARDS OF PRAISE INC <i>SUPPLIES AND MATERIALS</i>	<u>166.48</u> 166.48
00220483	04/02/2010	BLAZING BAGELS <i>SUPPLIES AND MATERIALS</i>	<u>35.00</u> 35.00
00220484	04/02/2010	CAMP BROTHERHOOD <i>CONTRACT SERVICES</i>	<u>1,117.00</u> 1,117.00
00220485	04/02/2010	CANYON LAKES GOLF <i>CONTRACT SERVICES</i>	<u>394.21</u> 394.21
00220486	04/02/2010	CASCADE VALLEY BLENDS <i>SUPPLIES AND MATERIALS</i>	<u>88.52</u> 88.52
00220487	04/02/2010	CONDOTTA, BRYSON <i>TRAVEL IN DISTRICT</i>	<u>221.00</u> 221.00
00220488	04/02/2010	DIVITO, DARRIN <i>TRAVEL IN DISTRICT</i>	<u>221.00</u> 221.00
00220489	04/02/2010	EVERETT PUBLIC SCHOOLS <i>SUPPLIES AND MATERIALS</i> <i>TRAVEL OUT OF STATE</i>	<u>910.20</u> <u>13.98</u> 924.18
00220490	04/02/2010	EVERETT PUBLIC SCHOOLS <i>SUPPLIES AND MATERIALS</i>	<u>303.00</u> 303.00
00220491	04/02/2010	FRED MEYER <i>SUPPLIES AND MATERIALS</i>	<u>126.59</u>

Warrant Number	Warrant Date	Payee Name / Category	Warrant Amount
			126.59
00220492	04/02/2010	HERITAGE FESTIVALS	CONTRACT SERVICES
			18,818.00
			18,818.00
00220493	04/02/2010	JOHNSON, STEPHEN	TRAVEL IN DISTRICT
			221.00
			221.00
00220494	04/02/2010	JW PEPPER AND SON INC	SUPPLIES AND MATERIALS
			142.35
			142.35
00220495	04/02/2010	KING COUNTY DIRECTORS ASSOCIATON	SUPPLIES AND MATERIALS
			69.70
			69.70
00220496	04/02/2010	LEUKEMIA & LYMPHOMA SOCIETY, THE	SUPPLIES AND MATERIALS
			392.08
			392.08
00220497	04/02/2010	LOWES	SUPPLIES AND MATERIALS
			842.57
			842.57
00220498	04/02/2010	NORCOSTCO INC	SUPPLIES AND MATERIALS
			651.77
			651.77
00220499	04/02/2010	NORTH SOUND BEVERAGE INC	SUPPLIES AND MATERIALS
			260.00
			260.00
00220500	04/02/2010	NORTHWEST CREATIONS	SUPPLIES AND MATERIALS
			173.00
			173.00
00220501	04/02/2010	OLSON, ERICK	CONTRACT SERVICES
			350.00
			350.00
00220502	04/02/2010	ORIENTAL TRADING CO INC	SUPPLIES AND MATERIALS
			210.67
			210.67
00220503	04/02/2010	OTIS SPUNKMEYER INC	SUPPLIES AND MATERIALS
			124.75
			124.75
00220504	04/02/2010	PACIFIC NORTHWEST THEATRE ASSOCIA	SUPPLIES AND MATERIALS
			116.79
			116.79
00220505	04/02/2010	PAPA JOHNS PIZZA	SUPPLIES AND MATERIALS
			49.40
			49.40
00220506	04/02/2010	PAPA JOHNS PIZZA	SUPPLIES AND MATERIALS
			954.84
			954.84
00220507	04/02/2010	REMINDER BAND INC	SUPPLIES AND MATERIALS
			401.22
			401.22
00220508	04/02/2010	SAFEWAY INC	SUPPLIES AND MATERIALS
			27.50
			27.50
00220509	04/02/2010	STUDENT SUPPLY COMPANY	SUPPLIES AND MATERIALS
			329.06
			329.06
00220510	04/02/2010	SUMMIT VENDING	SUPPLIES AND MATERIALS
			383.03
			383.03
00220511	04/02/2010	UNITED GROCERS INC	SUPPLIES AND MATERIALS
			62.63
			62.63
TOTAL			\$29,948.61

# AP VOUCHER REGISTER

**EVERETT PUBLIC SCHOOLS**

**Board Date: 04/20/2010**

**Fund: TRUST AND AGENCY FUND**

Vouchers 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, have been recorded on a listing which has been made available to the Board.

As of Apr. 20, 2010, the Board, by a \_\_\_\_\_ vote, does approve for payment those vouchers included in the following list and further described as follows:

**Warrant Number 00220475 through 00220476 in the total amount of \$ 1,435.86**

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

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

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

<b>Warrant Number</b>	<b>Warrant Date</b>	<b>Payee Name / Category</b>	<b>Warrant Amount</b>
00220475	04/02/2010	AMERICAN RED CROSS <i>REVENUE-ASB</i>	<u>1,281.05</u> 1,281.05
00220476	04/02/2010	MONTANYE, AMY <i>SUPPLIES AND MATERIALS</i> <i>CONTRACT SERVICES</i>	<u>124.81</u> <u>30.00</u> 154.81
<b>TOTAL</b>			<b>\$1,435.86</b>



# Board Agenda Request Form

Date of Board Meeting:

April 20, 2010

2. d.

## Subject

### Title:

College in the High School Interagency Agreement

### Recommendation:

The Board approve the 2009-10 Interagency Agreement with Everett Community College which facilitates the College in the High School program for Everett students.

## Background

### Purpose/Summary:

This agreement will continue the collaborative program between the District and EvCC which allows qualified high school teachers to teach college equivalent courses as part of their regular high school teaching assignment and allows students to earn high school and community college credit concurrently. This program is part of the District's Challenging Options program offerings.

### Previous Related Action:

The District has had cooperative agreements with Everett Community College for several years. These affiliation agreements have allowed District students to concurrently earn college credit while still in high school for qualified college courses.

## Additional Information

### Agenda Placement:

☐ Information

☐ Action

☒ Consent Agenda

☒ Attachment(s)

# of pages 7

Submitted By: Terry Edwards, Chief Academic Officer

Contact Person(s): Terry Edwards, (425)385-4050

Signature: \_\_\_\_\_

## Approval

Applicable Associate Superintendent signature(s) should be obtained prior to submission to Superintendent's Office.

☐ Approved

☐ Denied

☐ Revised (see attached)

By: \_\_\_\_\_

Associate Superintendent, Chief Academic Officer

By: \_\_\_\_\_

Associate Superintendent, Chief Instructional Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_





**INTERAGENCY AGREEMENT  
BETWEEN  
Everett Community College  
AND  
Everett Public School District**

**THIS AGREEMENT** is made and entered into by and between Everett Community College, hereinafter referred to as "COLLEGE" or "EvCC," and the Everett Public School District hereinafter referred to as the "DISTRICT".

**IT IS THE PURPOSE OF THIS AGREEMENT** to provide: a collaborative program to offer college credit for qualifying advanced high school course(s) deemed equivalent to EvCC college course(s). The list of approved courses for this year's program is attached to this agreement.

**THEREFORE, IT IS MUTUALLY AGREED THAT:**

**STATEMENT OF WORK**

**A. The conditions of this agreement are:**

1. In order for high school students to be eligible and enrolled in the "College in the High School" program (CHS), they must subscribe to and be accountable for all regular EvCC policies and regulations regarding student performance, entrance assessment, and course prerequisites. Students are subject to the CHS refund, withdrawal and course add/drop policies.
2. All CHS courses taken by high school students must be college level, included in the college's catalog, and taught as part of the college curriculum. The CHC course(s) must use the same grading and transcription policies that apply to courses in the regular curriculum.
3. High school students will pay a fee of \$190 for each five-credit course, \$114 for a three-credit course, and \$76 for a two-credit course in CHS. This fee will be distributed as follows: \$6 per credit, per student to the EvCC mentor instructor, \$8 per credit, per student to the high school teacher, and the remainder to EvCC to cover administrative costs.
4. EvCC will not consider enrollments in the CHS eligible for state support and will therefore not count them as FTE's. The District will consider the students as regular state-supported high

school FTE's and will provide the necessary approval for the students to enroll concurrently in EvCC courses.

**B. EvCC will have the responsibility to:**

1. Designate the Director of Continuing Education to be the CHS administrator (Karen Landry).
2. Approve the academic credentials of each new high school teacher. Each teacher must meet the minimum qualifications established for EvCC adjunct faculty. Minimum qualifications vary among academic subject areas. Should an approved teacher resign or otherwise vacate the position, any new high school teacher is then subject to the same approval process.
3. Assign an EvCC instructor (EvCC mentor) to work with each high school teacher to articulate the course outline, class syllabus, and student learning objectives to insure that the course's academic rigor and content is at college level throughout the course. The EvCC policies on academic freedom will apply to the teaching and learning processes.
4. Conduct an orientation session in the fall to review program policies and procedures with high school teachers and EvCC mentors.
5. Review the course content and text(s) to insure that the CHS course is equivalent to a regularly offered EvCC course. Should there be a change in the curriculum or high school teacher, the course and/or new teacher would be subject to a new approval process.
6. The credit in the approved course(s) may be applied to an Associate in Arts and Sciences transfer degree if the student attends EvCC after graduation from high school. EvCC cannot guarantee that four-year colleges and universities will accept college credits earned in CHS. Each high school student is responsible for communicating with a transfer institution(s) prior to enrolling in CHS if s/he chooses to do so.
7. Provide registration methods (both online and in-person) for high school students to register and pay. High school teachers or other high school staff and administrators are not allowed to accept CHS registrations or payments.
8. Conduct a student opinion evaluation of each high school teacher during the first term and every fourth term thereafter. The results will be shared with the high school teacher after the term is completed.
9. Assign an EvCC mentor instructor to meet with the high school teacher at least once a term, and provide advice on academic evaluation and grading.
10. Provide high school teachers with student information/registration packets, and provide written instructions/deadlines for all processes.
11. Offer high school students and teachers participating in CHS use of the EvCC library, writing center, and tutoring services
12. Award college credit to high school students who enroll and successfully complete the CHS course(s). The CHS course(s) will be comparable in content and standards to course(s) of the same title and course number on the EvCC campus.
13. Maintain student records and transcripts.



14. Send to the District a list of approved courses and high school teachers that will serve as an Addendum to this agreement.
15. Compensate each participating high school teacher \$8 per credit (pro-rated as appropriate), per student enrolled in the program from the high school class they teach. High school teachers will be paid through the EvCC payroll system.
16. Everett Community College assures the District that its agency complies with all state and federal guidelines and/or regulations and does not discriminate on the basis of race, creed, color, national origin, sex, sexual orientation, marital status, age, veteran status, or disability. This is in accordance with Title VI of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, P.L. 101-336; and Title IX of the Education Amendments of 1972, as amended.

**C. The District will have the responsibility to:**

1. Identify interested and qualified high school teachers, and refer them to the EvCC CHS administrator.
2. Require high school teachers to meet with the designated EvCC mentors to review the course syllabi, grading criteria, and expectations of the teacher prior to the course being approved for CHS.
3. Provide the rooms, labs, instructional equipment, and texts for each of the approved high school courses.
4. Require the high school teachers to distribute the information/registration packets to the students.
5. Require the high school teachers to meet with the EvCC mentor instructor at least once a term and attend the fall orientation meeting at EvCC.
6. Require the high school teacher(s) to follow established procedures and meet deadlines set by EvCC for CHS.
7. Require the high school teachers to submit grades for participating students in accordance with EvCC policy.
8. Assure compliance with federal and state laws concerning reasonable accommodations for disabled students, the development of the individualized educational program, and student safety.
9. Serve as primary employer of the high school teacher with all associated benefits of a full-time employee of the District.

This agreement solely sets forth the contractual rights of the parties and does not create any other rights of action as a result of this agreement. Additionally, each party agrees that it shall be responsible for the negligence of its own officers, employees and agents, and that neither party shall be considered the other's agent. This agreement is subject to cancellation or revision upon written notification by either EvCC or the District.

### **PERIOD OF PERFORMANCE**

Subject to its other provisions, the period of performance of this Agreement shall commence on **10/1/09**, or date of execution, whichever comes later, and be completed on **6/30/10** unless terminated sooner as provided herein.

### **RECORDS MAINTENANCE**

The parties to this Agreement shall each maintain books, records, documents and other evidence that sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

### **RIGHTS IN DATA**

Unless otherwise provided, data which originates as a result of this Agreement shall be owned by the party producing the data. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.

### **AGREEMENT ALTERATIONS AND AMENDMENTS**

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

### **TERMINATION**

Either party may terminate this Agreement upon 30 days' prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

### **TERMINATION FOR CAUSE**

If for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

### **DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, agreement terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the

parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

### **GOVERNANCE**

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. Statement of work; and
- c. Any other provisions of the agreement, including materials incorporated by reference.

### **ASSIGNMENT**

The work to be provided under this Agreement, and any claim arising there under, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

### **WAIVER**

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

### **SEVERABILITY**

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Agreement are declared to be severable.

### **ALL WRITINGS CONTAINED HEREIN**

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

### **CONTRACT MANAGEMENT**

The program manager for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

Contract Manager for DISTRICT is:	Contract Manager for the COLLEGE is:
Name: Dr. Gary Cohn Address 4730 Colby, PO Box 2098 City, State, Zip Everett, WA 98203 Phone 425-385-4000 Fax Email gcohn@everettsd.org	Name: Karen Landry Address: 2333 Seaway Boulevard City, State, Zip: Everett, WA 98203 Phone: 425-267-0153 Fax 425-259-8299 Email klandry@everettcc.edu

IN WITNESS WHEREOF, the parties have executed this Agreement.

\_\_\_\_\_  
Signature

David N. Beyer

President

Everett Community College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

District Superintendent

Everett Public School District

\_\_\_\_\_  
Date

**COLLEGE IN THE HIGH SCHOOL**  
2009-10  
**COURSE INFORMATION**

**SCHOOL**  
CASCADE

**COORDINATOR**  
Sharol Lindenstien

**PHONE**  
425-356-4500

**FAX**  
425-385-6177

**EMAIL**  
slindenstien@everettsd.org

DEPT. ABBR.	COURSE #		EVCC MENTOR	H.S. TEACHER	ADVISOR ID	ITEM #	SECT. #	QUARTER REGISTERED, DURATION OF COURSE & MISC. NOTES
BIOL&	175	Human Biology w/ Lab	Jackie Hedgpeth	Erin Acheson	9093	9798	CS	Fall (2 sem)
BUS	150	Principles of Marketing	Lynne Munoz	Jodi Gall		9769	CS	Fall (1 sem)
CHEM&	121	Intro to Chemistry	Mark Kontulis	Gary Wood	0353	9510	CS	Fall (2 sem)
CHEM&	121	Intro to Chemistry	Mark Kontulis	Sharol Lindenstien	0525	9511	CS1	Fall (2 sem)
ENGL&	111	Intro to Literature	Phebe Shen	Scott Loucks	0317	9499	CS	Fall (1 sem)
ENGL&	101	English Composition I	Phebe Shen	Scott Loucks	0317	9607	CS	Spring (1 sem)
FRNCH &	122	French II	Elke Dinter	Jennifer Haldiman (Clements)	0526	9742	CS3	Fall (2 sem)
FRNCH &	123	French III	Elke Dinter	Jennifer Haldiman (Clements)	0526	9514	CS1	Fall (2 sem)
FRNCH &	221	French IV	Elke Dinter	Jennifer Haldiman (Clements)	0526	9743	CS4	Fall (2 sem)
GERM&	123	German III	Daniela Stewart	Kathy Lockwood	0316	9516	CS	Fall (2 Sem)
HIST&	146	US History I	Tom Gaskin	David Hastings	0299	9518	CS	Fall (1 sem)
HIST&	147	US History II	Tom Gaskin	David Hastings	0299	9530	CS	Spring (1 sem)
HIST&	148	US History III	Tom Gaskin	David Hastings	0299	9531	CS	Spring (1 sem)
MATH&	141	Precalculus I: Algebra	Heidi Weiss-Green	Eric Smith	9033	9523	CS3	Fall (2 sem)
MATH&	142	Precalculus II: Trig	Heidi Weiss-Green	Eric Smith	9033	9780	CS3	Fall (2 sem)
MATH&	141	Precalculus I: Algebra	Heidi Weiss-Green	Scott Stencil	0644	9522	CS2	Fall (2 sem)
MATH&	142	Precalculus II: Trig	Heidi Weiss-Green	Scott Stencil	0644	9781	CS2	Fall (2 sem)
MATH&	141	Precalculus I: Algebra	Heidi Weiss-Green	Lisa Olson-Kelly	0527	9519	CS1	Fall (2 sem)
MATH&	142	Precalculus II: Trig	Heidi Weiss-Green	Lisa Olson-Kelly	0527	9782	CS1	Fall (2 sem)

MATH&	151	Calculus I	Heidi Weiss-Green	Lisa Olson-Kelly	0527	9520	CS1	Fall (1 sem)
MATH&	152	Calculus II	Heidi Weiss-Green	Lisa Olson-Kelly	0527	9528	CS1	Spring (1 sem)
MATH&	146	Intro to Statistics	Heidi Weiss-Green	Amy Crum	0429	9515	CS	Fall (2 sem)
POLS&	202	American Government	Steve Horn	Mike Wilson	9032	9521	CS2	Fall (1 sem)
POLS&	202	American Government	Steve Horn	Mike Wilson	9032	9532	CS2	Spring (1 sem)
POLS&	202	American Government	Steve Horn	Melissa Webster	9102	9744	CS1	Fall (1 sem)
POLS&	202	American Government	Steve Horn	Melissa Webster	9102	9592	CS1	Spring (1 sem)
SPAN&	123	Spanish III	Vidal Martin	Margarita Hurtado	0303	9528	CS	Fall (2 sem)

**COLLEGE IN THE HIGH SCHOOL**  
2008-09  
**COURSE INFORMATION**

**SCHOOL**  
EVERETT

**COORDINATOR**  
CRYSTAL BOWSHER

**PHONE**  
425-385-4401

**FAX**  
425-385-4402

**EMAIL**  
cbowsher@everettisd.org

DEPT. ABBR.	COURS E #		EVCC MENTOR	H.S. TEACHER	ADVISOR ID	ITEM #	SECT. #	QUARTER REGISTERED, DURATION OF COURSE & MISC. NOTES
BUS	150	Principles of Marketing	Lynne Munoz	Shane Kleven	9043	9535	EV	Fall (1 sem)
BUS	150	Principles of Marketing	Lynne Munoz	Shane Kleven	9043	9535	EV	Spring (1 sem)
CHEM &	121	Intro to Chemistry	Mark Kontulis	Addie Smith	0339	9745	EV	Fall (1 sem)
ENGL&	101	English Composition I	Alyson Indrunas	Marjorie Burr	9101	9533	EV	Spring (1 sem)
ENGL&	111	Intro to Literature	Alyson Indrunas	Marjorie Burr	9101	9538	EV	Fall (1 sem)
FRCH&	123	French III	Elke Dinter	Cecile Brule- Fellin	0643	9740	EV1	Fall (2 sem)
GERM &	122	German II	Elke Dinter	Kathy McCormack	0323	9540	EV	Fall (2 sem)
GERM &	123	German III	Elke Dinter	Kathy McCormack	0323	9542	EV	Fall (2 sem)
GERM &	221	German IV	Elke Dinter	Kathy McCormack	0323	9544	EV	Fall (2 sem)
MATH&	141	Precalculus I: Algebra	Heidi Weiss- Green	MaryAnne LeGore	9094	9549	EV3	Fall (2 sem)
MATH&	142	Precalculus II: Trig	Heidi Weiss- Green	MaryAnne LeGore	9094	9783	EV3	Fall (2 sem)
MATH&	141	Precalculus I: Algebra	Heidi Weiss- Green	Jane Johnson	0305	9548	EV2	Fall (2 sem)
MATH&	142	Precalculus II: Trig	Heidi Weiss- Green	Jane Johnson	0305	9784	EV2	Fall (2 sem)
MATH&	141	Precalculus I: Algebra	Heidi Weiss- Green	Kristin Gebert	0642	9546	EV4	Fall (2 sem)
MATH&	142	Precalculus II: Trig	Heidi Weiss- Green	Kristin Gebert	0642	9785	EV4	Fall (2 sem)

MATH&	151	Calculus I	Heidi Weiss-Green	Jane Johnson	0305	9550	EV	Fall (1 sem)
MATH&	152	Calculus II	Heidi Weiss-Green	Jane Johnson	0305	9537	EV	Spring (1 sem)
MATH&	146	Intro to Statistics	Heidi Weiss-Green	Sinead Pollum	9059	9551	EV	Fall (2 sem)
PHYS&	121	General Physics I	Andrew Vanture	Scott Sandwick	0528	9554	EV	Fall (1 sem)
PHYS&	122	General Physics II	Andrew Vanture	Scott Sandwick	0528	9542	EV	Spring (1 sem)
SPAN&	123	Spanish III	Vidal Martin	James Lockman	0315	9556	EV	Fall (2 sem)
SPAN&	221	Spanish IV	Vidal Martin	James Lockman	0315	9558	EV	Fall (2 sem)
SPAN&	222	Spanish V	Vidal Martin	James Lockman	0315	9508	EV	Fall (2 sem)



**COLLEGE IN THE HIGH SCHOOL**  
2009-10  
**COURSE INFORMATION**

**SCHOOL**  
JACKSON

**COORDINATOR**  
Anne Bellrichard

**PHONE**  
425-385-7015

**FAX**

**EMAIL**  
abellrichard@everettsd.org

DEPT. ABBR.	COUR SE #		EVCC MENTOR	H.S. TEACHER		ITEM #	SEC.T #	QUARTER REGISTERED, DURATION OF COURSE & MISC. NOTES
ENGL&	101	English Composition I	Kevin Craft	Judy Baker	0427	9566	JK1	Fall (1 sem)
ENGL&	111	Intro to Literature	Kevin Craft	Judy Baker	0427	9545	JK1	Spring (1 sem)
FRCH&	122	French II	Elke Dinter	Wendy Organ	0529	9788	JK	Fall (2 sem)
FRCH&	123	French III	Elke Dinter	Wendy Organ	0529	9547	JK	Fall (2 sem)
FRCH&	221	French IV	Elke Dinter	Wendy Organ	0529	9759	JK	Fall (2 sem)
FRCH&	122	French II	Elke Dinter	Stephanie Powell	0333	9503	JK1	Fall (2 sem)
GERM&	122	German II	Elke Dinter	Kelly Dietsch	0286	9790	JK	Fall (2 sem)
GERM&	123	German III	Elke Dinter	Kelly Dietsch	0286	9568	JK	Fall (2 sem)
GERM&	221	German IV	Elke Dinter	Kelly Dietsch	0286	9569	JK	Fall (2 sem)
MATH&	141	Precalculus I: Algebra	Heidi Weiss-Green	Jeff Mackey	0321	9572	JK1	Fall (1 sem)
MATH&	142	Precalculus II: Trig	Heidi Weiss-Green	Jeff Mackey	0321	9633	JK1	Spring (1 sem)
MATH&	141	Precalculus I: Algebra	Heidi Weiss-Green	Bona Park	0329	9501	JK3	Fall (1 sem)
MATH&	142	Precalculus II: Trig	Heidi Weiss-Green	Bona Park	0329	9608	JK3	Spring (1 sem)
MATH&	151	Calculus I	Heidi Weiss-Green	Mark Hincley	0301	9576	JK	Fall (1 sem)
MATH&	152	Calculus II	Heidi Weiss-Green	Mark Hincley	0301	9551	JK	Spring (1 sem)
MATH&	146	Intro to Statistics	Heidi Weiss-Green	Bill Moore	0530	9562	JK	Fall (2 sem)
MATH&	151	Calculus I	Heidi Weiss-Green	Bill Moore	0530	9577	JK1	Fall (2 sem)
MATH&	151	Calculus I	Heidi Weiss-Green	Jason Gadek	9095	9513	JK2	Fall (2 sem)
SPAN&	122	Spanish II	Vidal Martin	Alan Briggs	9058	9772	JK1	Fall (2 sem)

SPAN&	122	Spanish II	Vidal Martin	Ivette Thompson	9086	9773	JK2	Fall (2 sem)
SPAN&	122	Spanish II	Vidal Martin	Megan Friedenson	0293	9581	JK3	Fall (2 sem)
SPAN&	122	Spanish II	Vidal Martin	Erin Sebbby	9104	9748	JK4	Fall (2 sem)
SPAN&	123	Spanish III	Vidal Martin	Megan Friedenson	0293	9578	JK1	Fall (1 sem)
SPAN&	123	Spanish III	Vidal Martin	Steve Till	0347	9733	JK2	Fall (2 sem)
SPAN&	221	Spanish IV	Vidal Martin	Steve Till	0347	9734	JK	Fall (1 sem)
SPAN&	222	Spanish V	Vidal Martin	Steve Till	0347	9631	JK	Spring (1 sem)
SPAN&	223	Spanish VI	Vidal Martin	Steve Till	0347	9632	JK	Spring (1 sem)

**COLLEGE IN THE HIGH SCHOOL  
2009-10  
COURSE INFORMATION**

**SCHOOL  
SEQUOIA**

**COORDINATOR**  
**Kathy Seltzer**

**PHONE**  
**425-385-4151**

**FAX**

EMAIL  
kseltzer@everettsd.org

[illegible]



# Board Agenda Request Form

Date of Board Meeting:

April 20, 2010

2.e

## Subject

### Title:

Northwest Regional Learning Center Cooperative program for 2010-11 school year.

### Recommendation:

The Board approve the 2010-11 Northwest Regional Learning Center Interlocal Agreement.

## Background

### Purpose/Summary:

The Northwest Regional Learning Center serves adjudicated youth who would be at risk to themselves and/or others if they were served within a comprehensive high school setting. Most of these students are on parole, some are special education students, and some are general education students. We also serve students with sex offender status. We currently contract for 14 students; we have had up to 25 students in past years. Our goal is always to transition eligible students back to the comprehensive high school, and for those who cannot transition back, to provide an alternative educational setting in a secure environment.

### Previous Related Action:

The District has contracted with the ESD and participated in this cooperative program for many years and the Board has previously approved ESD contracts for these services.

## Additional Information

### Agenda Placement:

☐ Information

☐ Action

☒ Consent Agenda

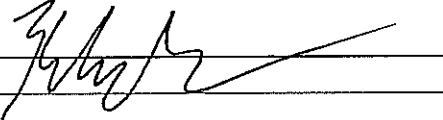
☒ Attachment(s)

# of pages 4

Submitted By: Terry Edwards, Chief Academic Officer

Contact Person(s): Terry Edwards, (425)385-4050

Signature: \_\_\_\_\_



## Approval

*Applicable Associate Superintendent signature(s) should be obtained prior to submission to Superintendent's Office.*

☐ Approved

☐ Denied

☐ Revised (see attached)

By: \_\_\_\_\_

Associate Superintendent, Chief Academic Officer

By: \_\_\_\_\_

Associate Superintendent, Chief Instructional Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:



# **NORTHWEST REGIONAL LEARNING CENTER INTERLOCAL COOPERATIVE AGREEMENT**

## **I. INTRODUCTION**

WHEREAS, legislatively approved staffing ratios preclude the resident districts from generating sufficient staff to meet the needs of students with disabilities;

WHEREAS, cooperative student enrollments provide a more efficient and economical basis for managing and implementing special education programs;

WHEREAS, districts have chosen to avoid unnecessary duplication of unusually expensive programs and rather choose to try to free up resources to provide educational programs not otherwise available;

WHEREAS, Northwest Educational Service District 189 (herein also referred to as "NWESD") has historically provided special education services on a cooperative basis;

WHEREAS, various school districts (hereinafter referred to as "Districts") in Washington have requested that NWESD provide special education services for their students; and,

WHEREAS, RCW 39.34, RCW 28A.310.180, RCW 28A.310.010 and RCW 28A.310.340, authorize the school districts and educational service districts to join together to engage in various activities, including having the educational service district provide cooperative special education services.

NOW THEREFORE, a cooperative is hereby created wherein NWESD will provide special education services to the Districts which are signatories to this Interlocal Cooperative Agreement (herein referred to as "Agreement"), according to the terms and conditions contained herein.

## **II. NAME/PURPOSE**

The name given to this cooperative is Northwest Regional Learning Center. The general purpose of this Agreement, as authorized by the aforementioned statutes and/or other applicable laws, is the formation of a cooperative to provide a continuum of services to students whose unique educational needs cannot be met within the resident school district, but who have been screened and meet the established parameters for enrollment in the Cooperative.

## **III. MEMBERSHIP**

Membership in this cooperative requires all members to sign this Agreement. "District" shall hereafter refer to districts that have signed the Agreement for the 2010/2011 program year and agree to be financially responsible as a cooperative member for the program costs.

## **IV. FINANCING/COSTS/RATES**

The students served by this program are residents of their respective District, and accordingly, it is acknowledged that each District retains the responsibility to provide an appropriate public education for them. Each District participating in this cooperative commits to pay to NWESD an amount sufficient to reimburse NWESD the total cost of operating this cooperative based on the number of FTE student slots identified in Appendix A. This will be done in the following fashion:

- A. By March 15, 2010, and every March 15 thereafter for following program years, Districts will be asked to identify the number of FTE student slot commitments for the next school year. The program budget will be developed based on this information and will include indirect costs. Such budget will annually be submitted to the Advisory Council.
- B. Member District slot commitments will be established as per Agreement. Districts will be billed a per-student amount to cover basic program costs, based on the number of FTE student slot commitments. The per-slot amount is established at \$21,723 per FTE for the 2010/2011 program year, or \$121 per day, based on a total of 37 slots. In addition, each District commits to pay an additional ten (10) percent "late-comer" fee per billable day if this Agreement is signed after May 1<sup>st</sup> of the program year. Upon signing this Agreement, each District commits to purchase the number of slots listed on Appendix A and agrees to pay the listed amount per slot, whether used or not. At the end of the program year, the estimated per-slot cost will be compared to actual costs, and any difference will be billed or credited as appropriate per Advisory Council agreement. Any District may request to release slots to the cooperative, and upon approval of Advisory Council, may be relieved of their commitment for the school year.
- C. Program slot commitments will be invoiced on a full-time basis for all cooperative students. Less than full-time participation will not constitute a reduction in billing. It is understood that part-time and/or transition services continue to require an enriched level of staff involvement.
- D. In the event participation in the program is significantly below projections as identified in paragraph A above, the Advisory Council will be convened by November 10 to consider modifying the agreement outlined in paragraph B above.

## **V. ADVISORY COUNCIL**

An Advisory Council consisting of the superintendent of each participating District, or his/her designee, is hereby created. The purpose of such Advisory Council is to monitor the performance of this Agreement, amend this Agreement (with concurrence of all parties affected), and terminate this Agreement as provided in Section X. Additionally, the Advisory Council will be responsible for making recommendations to NWESD regarding policies unique to the operation of the Cooperative and recommending modifications to the program budget should student enrollment fall significantly below projections.

Activities of the Advisory Council shall take place as needed, called by a majority of its members or by the Superintendent of NWESD, or his/her designee. Decisions by the Advisory Council will be made by a vote of greater than fifty percent (50%) of a quorum. A quorum is defined as follows; at least fifty percent (50%) of the representatives appointed to the Advisory Council. Participation may occur via technological participation, including email providing at least seven calendar days prior written notice was provided to each District superintendent or designee.



## **VI. RIGHTS AND OBLIGATIONS OF NWESD**

**In accordance with this Agreement, NWESD shall:**

- A. Operate a self-contained education program for students with disabilities who manifest severe behavior challenges.
- B. Recruit, employ, and supervise staff required to adequately operate the program. All staff for the cooperative shall be employed by NWESD and shall be subject to the policies and rules and regulations of the Board of Directors of NWESD.
- C. Contract for staff each year according to the total number of students participating Districts have identified prior to March 15, as identified in Section IV.A. When the number of students enrolled in the program exceeds the level that can be reasonably accommodated by existing staff, additional staff may be hired as necessary.
- D. Contract or subcontract with any person or entity to provide services needed to operate the cooperative program.
- E. Develop consistent procedures for students entering into and exiting from the cooperative program.
- F. Coordinate interdistrict and interagency services and agreements required to implement educational plans and programs, including an Individual Education Program (IEP).
- G. Coordinate with District for transportation, supportive services, and emergency services as needed. Related services for students are to be based upon IEP designated needs. These services will be provided and paid for by each student's resident District, unless it has been agreed upon by the IEP team that it would be more appropriate to offer these services as part of the NRLC program. Student-specific services (e.g., 1:1 instructional aides, OT, PT, SLP, and other services) that are provided by the cooperative program will be billed as an additional cost (including indirect charges) to the resident District of the student, unless otherwise agreed to in writing.
- H. Coordinate program and resident District personnel in accomplishing assessments, IEPs (to include resident District participation), and a full continuum of services for students.
- I. Coordinate shuttle transportation with each District during the school day between identified learning centers.

## **VII. RIGHTS AND OBLIGATIONS OF THE DISTRICTS**

Each participating District acknowledges that by entering into this Agreement it is causing financial commitments by other parties, and therefore, agrees not to terminate prior to the expiration date without the consent of NWESD and any other party to this Agreement who would thereby suffer financially. In the event of such unilateral termination without consent, the terminating party

agrees to indemnify all other parties from any financial loss that results from such termination.

Additionally:

- A. The District acknowledges that Chapter 28A.155 RCW, Chapter 392-172A WAC, and Public Law 108-446, including all revisions subsequent and currently enforced, impose responsibilities on each resident District and that those responsibilities are not distinguished by delegation, in part or in total, under this Agreement.

To this extent, it is understood and agreed between the parties hereto that the purpose and intent of this Agreement is that NWESD provide cooperative services for the specialized education program being conducted by the resident District for the students within the District who otherwise qualify for such specialized education services. The resident District shall retain the responsibility and/or agrees to:

1. assure their participating students are receiving an appropriate education;
  2. comply with all provisions as requested by Chapter 28A.155 RCW, Chapter 392-172A WAC, and Public Law 108-446 (IDEA), including provisions of assessment and related services; and,
  3. incorporate Chapter 392-172A WAC and Public Law 108-446 (IDEA) required policies.
- B. The District waives any locally established procurement requirements that are more restrictive than those established by statute for fees/purchases initiated pursuant to this Agreement.
- C. The District, by signing this agreement is acknowledging its intent to utilize, at least in part, federal funds for payment of any fees/purchases related to this Agreement, unless written notice to the contrary is provided to the NWESD Assistant Superintendent for Finance and Compliance. Having received such acknowledgement from the District, NWESD will proactively explore and meet any federal procurement requirements.
- D. The District may permit NWESD to claim state reimbursement for shuttle transportation services in the event these services are provided by NWESD, and authorized through a predetermined written agreement prior to state claim cut-off date (October 30 at the time of Agreement execution, or any successor date).
- E. The District shall be responsible for pupil transportation to and from school.
- F. The District shall be responsible for verifying and reporting of P223, P223H, and Federal Child Count to the Office of Superintendent of Public Instruction (OSPI) directly.

#### **VIII. DISPUTE RESOLUTION**

Disputes arising out of this Agreement, excluding indirect and administration costs, shall be resolved in the following fashion:

- A. If the dispute is between participating districts, then the disputing parties will present their arguments first to the Director of Special Programs and Services of NWESD to make a determination. If need be, it may then be referred to the Superintendent of NWESD.
- B. If the dispute is between one or more participating District(s) and NWESD, then each participating District will appoint someone to represent it, NWESD will appoint someone to represent it, and those parties will appoint someone as a neutral representative. This panel's decisions will be limited to the provisions of this Agreement, be determined by a majority vote, and be binding on the parties.

#### **IX. SUSPENSION AND DISBARMENT**

The parties to the Agreement certify, and each relies thereon in execution of this Agreement, that their entity nor its Principals are presently debarred, suspended, proposed for debarment, or declared ineligible, or voluntarily excluded for the award of contracts by any Federal governmental agency or department. "Principals", for the purposes of this certification, mean officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of subsidiary, division, or business segment; and similar positions). Further, each party agrees to provide the other(s) immediate written notice if, at any time during the term of this Agreement, including any renewals hereof, it learns that its certification was erroneous when made or has become erroneous by reason of changed circumstances. Each party's certification via the execution of this Agreement is a material representation of fact upon which each party has relied in entering into this Agreement. Should either party determine, at any time during this Agreement, including any renewals hereof, that this certification is false, or should it become false due to changed circumstances, it may terminate this Agreement in accordance with the terms and conditions therein.

#### **X. TERMS OF AGREEMENT/TERMINATION**

For any individual District, this Agreement begins and end with the 2010/2011 school year and may be modified or terminated only upon recommendation by Advisory Council as per Section V, and fully executed by NWESD and each District, specifying conditions and date of modification/termination.

The Advisory Council can vote, by a majority of a quorum (defined in Section V), to discontinue operating the cooperative program, with said discontinuance to be effective August 31 of the year of the decision; however, no termination decision can be made later than April 1 before the date of termination.

#### **XI. DISTRIBUTION OF ASSETS ON TERMINATION/DISSOLUTION**

The Cooperative may receive gifts, cash, equipment, or services from any source contingent upon acceptance by the Advisory Council and consistent with NWESD policy and procedures. All assets acquired by NWESD and placed in service for the cooperative during this Agreement shall remain the property of NWESD. Any asset acquired by a resident District and used in the program, because a program component is situated within the resident District, will remain the

property of the individual District. Should the program be dissolved, the NWESD shall prepare a list of all assets, including any fund balances, and make recommendations to the superintendents of member districts for disbursement.

## **XII. ASSIGNMENT/WAIVER/SEVERABILITY**

No rights or responsibilities required or authorized by this Agreement can be assigned by any party hereto unless otherwise allowed in this Agreement.

No provision of this Agreement, or the right to receive reasonable performance or any act called for by its terms, shall be deemed waived by a breach thereof as to a particular transaction or occurrence.

If any term or condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement that can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

## **XIII. HEADINGS/SIGNATURES/APPROVAL**

The headings of each section of this Agreement are only provided for the aid to the reader. If there is any inconsistency between the heading and the context, the context will prevail.

By signing this Agreement, the parties acknowledge that they have read and understand this Agreement, including any supplements or attachments thereto, and do agree thereto in every particular. The parties further agree that this Agreement, together with any appendices, constitutes the entire Agreement between the parties and supersedes all communications, written or oral, heretofore related to the subject matter of this agreement.

By signing below, each party affirms that this Agreement has been approved by his/her Board of Directors or he/she has been given authority by such Board to enter into this Agreement. If this approval is provided through a resolution, a copy of said resolution will be attached hereto.

\_\_\_\_\_  
Superintendent Date

Northwest Educational Service District 189

Skagit County, Washington

\_\_\_\_\_  
Superintendent Date

\_\_\_\_\_ School District

\_\_\_\_\_ County, Washington

## APPENDIX A

### Attachment for Northwest Regional Learning Center Interlocal Agreement

Slots with projected cost per slot for 2010/2011 program year:

Districts	Number of Slots	Cost Per Slot	Total for 2010/11
Edmonds	5	\$ 21,723	\$ 108,615
Everett	14	\$ 21,723	\$ 304,121
Lake Stevens	5	\$ 21,723	\$ 108,615
Marysville	8	\$ 21,723	\$ 173,783
Mukilteo	1	\$ 21,723	\$ 21,723
Northshore	1	\$ 21,723	\$ 21,723
Snohomish	2	\$ 21,723	\$ 43,446
Stanwood	1	\$ 21,723	\$ 21,723
	<b>37</b>	<b>Total</b>	<b>\$ 803,749</b>

Districts not listed above will be considered late-comers; the 2010/2011 daily rate including the 10% surcharge is \$133.10 per student for all students enrolled in "late-comer" Districts.



# Board Agenda Request Form

Date of Board Meeting:

April 20, 2010

2. f.

## Subject

Title:  
Snohomish Discovery Cooperative Program for 2010-11 school year.

Recommendation:  
The Board approve the 2010-11 Snohomish Discovery Interlocal Agreement.

## Background

### Purpose/Summary:

The Snohomish Discovery Cooperative Program is a highly structured setting for elementary students that includes a mental health component. Snohomish Discovery is sponsored by the NW ESD 189 and pools special education students from all districts in Snohomish County to provide focused services on a more efficient and economical basis. This enables the District to provide the required and necessary services while avoiding unnecessary duplication of unusually expensive programs.

### Previous Related Action:

The District has contracted with the ESD and participated in this cooperative program for many years and the Board has previously approved ESD contracts for these services.

## Additional Information

### Agenda Placement:

☐ Information

☐ Action

☒ Consent Agenda

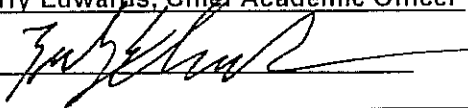
☒ Attachment(s)

# of pages 4

Submitted By: Terry Edwards, Chief Academic Officer

Contact Person(s): Terry Edwards, (425)385-4050

Signature: \_\_\_\_\_



## Approval

*Applicable Associate Superintendent signature(s) should be obtained prior to submission to Superintendent's Office.*

☐ Approved

☐ Denied

☐ Revised (see attached)

By: \_\_\_\_\_  
Associate Superintendent, Chief Academic Officer

By: \_\_\_\_\_  
Associate Superintendent, Chief Instructional Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:





# **SNOHOMISH DISCOVERY INTERLOCAL COOPERATIVE AGREEMENT**

## **I. INTRODUCTION**

WHEREAS, legislatively approved staffing ratios preclude the resident districts from generating sufficient staff to meet the needs of students with disabilities;

WHEREAS, cooperative student enrollments provide a more efficient and economical basis for managing and implementing special education programs;

WHEREAS, districts have chosen to avoid unnecessary duplication of unusually expensive programs and rather choose to try to free up resources to provide educational programs not otherwise available;

WHEREAS, Northwest Educational Service District 189 (herein also referred to as "NWESD") has historically provided special education services on a cooperative basis;

WHEREAS, various school districts (hereinafter referred to as "Districts") in Washington have requested that NWESD provide special education services for their students; and,

WHEREAS, RCW 39.34 and RCW 28A.310.180, RCW 28A.310.010 and RCW 28A.310.340, authorize the school districts and educational service districts to join together to engage in various activities, including having the educational service district provide cooperative special education services.

NOW THEREFORE, a cooperative is hereby created wherein NWESD will provide special education services to the Districts which are signatories to this Interlocal Cooperative Agreement (herein referred to as "Agreement"), according to the terms and conditions contained herein.

## **II. NAME/PURPOSE**

The name given to this cooperative is Snohomish Discovery. The general purpose of this Agreement, as authorized by the aforementioned statutes and/or other applicable laws, is the formation of a cooperative to provide a continuum of services to students whose unique educational needs cannot be met within the resident school district, but who have been screened and meet the established parameters for enrollment in the Cooperative.

## **III. MEMBERSHIP**

Membership in this cooperative requires all members to sign this Agreement. "District" shall hereafter refer to districts that have signed the Agreement for the 2010/2011 program year and agree to be financially responsible as a cooperative member for the program costs.

## **IV. FINANCING/COSTS/RATES**

The students served by this program are residents of their respective District, and accordingly, it is acknowledged that each District retains the responsibility to provide an appropriate public education for them. Each District participating in this cooperative commits to pay to NWESD an amount sufficient to reimburse NWESD the total cost of operating this cooperative based on the

number of FTE student slots identified in Appendix A. This will be done in the following fashion:

- A. By March 15, 2010, and every March 15 thereafter for following program years, Districts will be asked to identify the number of FTE student slot commitments for the next school year. The program budget will be developed based on this information and will include indirect costs. Such budget will annually be submitted to the Advisory Council.
- B. Member District slot commitments will be established as per Agreement. Districts will be billed a per-student amount to cover basic program costs, based on the number of FTE student slot commitments. The per-slot amount is established at \$41,249 per FTE for the 2010/2011 program year, or \$229 per day, based on a total of 16 slots. In addition, each District commits to pay an additional ten (10) percent "late-comer" fee per billable day if this Agreement is signed after May 1st of the program year. Upon signing this Agreement, each District commits to purchase the number of slots listed on Appendix A and agrees to pay the listed amount per slot, whether used or not. At the end of the program year, the estimated per-slot cost will be compared to actual costs, and any difference will be billed or credited as appropriate per Advisory Council agreement. Any individual District may request to release slots to the cooperative, and upon approval of Advisory Council, may be relived of their commitment for the school year.
- C. Program slot commitments will be invoiced on a full-time basis for all cooperative students. Less than full-time participation will not constitute a reduction in billing, as it is understood that part-time and/or transition services continue to require an enriched level of cooperative staff involvement.
- D. In the event participation in the program is significantly below projections as identified in paragraph A above, the Advisory Council will be convened by November 10 to consider modifying agreements outlined in paragraph B above.

## **V. ADVISORY COUNCIL**

An Advisory Council consisting of the superintendent of each participating District, or his/her designee, is hereby created. The purpose of such Advisory Council is to monitor the performance of this Agreement, amend this Agreement (with concurrence of all parties affected), and terminate this Agreement as provided in Section X. Additionally, the Advisory Council will be responsible for making recommendations to NWESD regarding policies unique to the operation of the Cooperative and recommending modifications to the program budget should student enrollment fall significantly below projections.

Activities of the Advisory Council shall take place as needed, called by a majority of its members or by the Superintendent of NWESD, or his/her designee. Decisions by the Advisory Council will be made by a vote of greater than fifty percent (50%) of a quorum. A quorum is defined as follows; at least fifty percent (50%) of the representatives appointed to the Advisory Council. Participation may occur via technological participation, including email providing at least seven calendar days prior written notice was provided to each District superintendent or designee.

## **VI. RIGHTS AND OBLIGATIONS OF NWESD**

In accordance with this Agreement, NWESD shall:

- A. Operate a self-contained education program for students with disabilities who manifest severe behavior challenges.
- B. Recruit, employ, and supervise staff required to adequately operate the program. All staff for the cooperative shall be employed by NWESD and shall be subject to the policies and rules and regulations of the Board of Directors of NWESD.
- C. Contract for staff each year according to the total number of students participating Districts have identified prior to March 15, as identified in Section IV.A. When the number of students enrolled in the program exceeds the level that can be reasonably accommodated by existing staff, additional staff may be hired as necessary.
- D. Contract or subcontract with any person or entity to provide services needed to operate the cooperative program.
- E. Develop consistent procedures for students entering into and exiting from the cooperative program.
- F. Coordinate interdistrict and interagency services and agreements required to implement educational plans and programs, including an Individual Education Program (IEP).
- G. Coordinate with each District for transportation, related services, and emergency services as needed. Related services for students are to be based upon IEP-designated needs. These services will be provided and paid for by each student's resident District, unless it has been agreed upon by the IEP team that it would be more appropriate to offer these services as part of the Discovery program. Student-specific services (e.g., 1:1 instructional aides, OT, PT, SLP, and other services) that are provided by the cooperative program will be billed as an additional cost (including indirect charges) to the resident District of the student, unless otherwise agreed in writing.
- H. Coordinate program and resident District personnel in accomplishing assessments, IEPs (to include resident District participation), and a full continuum of services for students.
- I. Coordinate shuttle transportation with each District during the school day between identified learning centers.

## **VII. RIGHTS AND OBLIGATIONS OF THE DISTRICTS**

Each participating District acknowledges that by entering into this Agreement it is causing financial commitments by other parties, and therefore, agrees not to terminate prior to the expiration date without the consent of NWESD and any other party to this Agreement who would thereby suffer financially. In the event of such unilateral termination without consent, the terminating party

agrees to indemnify all other parties from any financial loss that results from such termination.

Additionally:

- A. The District acknowledges that Chapter 28A.155 RCW, Chapter 392-172A WAC, and Public Law 108-446 including all revisions subsequent and currently enforced, impose responsibilities on each resident District and that those responsibilities are not distinguished by delegation, in part or in total, under this Agreement.

To this extent, it is understood and agreed between the parties hereto that the purpose and intent of this Agreement is that NWESD provide cooperative services for the specialized education program being conducted by the resident District for the students within the District who otherwise qualify for such specialized education services. The resident District shall retain the responsibility and/or agrees to:

1. assure their participating students are receiving an appropriate education;
  2. comply with all provisions as requested by Chapter 28A.155 RCW, Chapter 392-172A WAC, and Public Law 108-446 (IDEA) including provisions of assessment and related services; and,
  3. incorporate Chapter 392-172A WAC and Public Law 108-446 (IDEA) required policies.
- B. The District waives any locally established procurement requirements that are more restrictive than those established by statute for fees/purchases initiated pursuant to this Agreement.
- C. The District, by signing this agreement is acknowledging its intent to utilize, at least in part, federal funds for payment of any fees/purchases related to this Agreement, unless written notice to the contrary is provided to the NWESD Assistant Superintendent for Finance and Compliance. Having received such acknowledgement from District, NWESD will proactively explore and meet any federal procurement requirements.
- D. The District may permit NWESD to claim state reimbursement for shuttle transportation services in the event these services are provided by NWESD, and authorized through a predetermined written agreement prior to state claim cut-off date (October 30 at the time of Agreement execution, or any successor date).
- E. The District shall be responsible for pupil transportation to and from school.
- F. The District shall be responsible for verifying and reporting of P223, P223H and Federal Child Count to OSPI directly.

### VIII. DISPUTE RESOLUTION

Disputes arising out of this Agreement, excluding indirect and administration costs, shall be resolved in the following fashion:

- A. If the dispute is between participating districts, then the disputing parties will present their arguments first to the Director of Special Programs and Services of NWESD to make a determination. If need be, it may then be referred to the Superintendent of NWESD.
- B. If the dispute is between one or more participating District(s) and NWESD, then each participating District will appoint someone to represent it, NWESD will appoint someone to represent it, and those parties will appoint someone as a neutral representative. This panel's decisions will be limited to the provisions of this Agreement, be determined by a majority vote, and be binding on the parties.

#### **IX. SUSPENSION AND DISBARMENT**

The parties to the Agreement certify, and each relies thereon in execution of this Agreement, that their entity nor its Principals are presently debarred, suspended, proposed for debarment, or declared ineligible, or voluntarily excluded for the award of contracts by any Federal governmental agency or department. "Principals", for the purposes of this certification, mean officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of subsidiary, division, or business segment; and similar positions). Further, each party agrees to provide the other(s) immediate written notice if, at any time during the term of this Agreement, including any renewals hereof, it learns that its certification was erroneous when made or has become erroneous by reason of changed circumstances. Each party's certification via the execution of this Agreement is a material representation of fact upon which each party has relied in entering into this Agreement. Should either party determine, at any time during this Agreement, including any renewals hereof, that this certification is false, or should it become false due to changed circumstances, it may terminate this Agreement in accordance with the terms and conditions therein

#### **X. TERMS OF AGREEMENT/TERMINATION**

For any individual District, this Agreement begins and ends with the 2010/2011 school year and may be modified or terminated only upon recommendation by Advisory Council as per Section V, and fully executed by NWESD and District, specifying conditions and date of modification/termination.

The Advisory Council can vote, by a majority of a quorum (defined in Section V), to discontinue operating the cooperative program, with said discontinuance to be effective August 31 of the year of the decision; however, no termination decision can be made later than April 1 before the date of termination.

#### **XI. DISTRIBUTION OF ASSETS ON TERMINATION/DISSOLUTION**

The Cooperative may receive gifts, cash, equipment, or services from any source contingent upon acceptance by the Advisory Council and consistent with NWESD policy and procedures. All assets acquired by NWESD and placed in service for the cooperative during this Agreement shall remain the property of NWESD. Any asset acquired by a resident District and used in the program, because a program component is situated within the resident District, will remain the

property of the individual District. Should the program be dissolved, the NWESD shall prepare a list of all assets, including any fund balances, and make recommendations to the superintendents of member districts for disbursement.

## **XII. ASSIGNMENT/WAIVER/SEVERABILITY**

No rights or responsibilities required or authorized by this Agreement can be assigned by any party hereto unless otherwise allowed in this Agreement.

No provision of this Agreement, or the right to receive reasonable performance or any act called for by its terms, shall be deemed waived by a breach thereof as to a particular transaction or occurrence.

If any term or condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement that can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

## **XIII. HEADINGS/SIGNATURES/APPROVAL**

The headings of each section of this Agreement are only provided for the aid to the reader. If there is any inconsistency between the heading and the context, the context will prevail.

By signing this Agreement, the parties acknowledge that they have read and understand this Agreement, including any supplements or attachments thereto, and do agree thereto in every particular. The parties further agree that this Agreement, together with any appendices, constitutes the entire Agreement between the parties and supersedes all communications, written or oral, heretofore related to the subject matter of this Agreement.

By signing below, each party affirms that this Agreement has been approved by his/her Board of Directors or he/she has been given authority by such Board to enter into this Agreement. If this approval is provided through a resolution, a copy of said resolution will be attached hereto.

\_\_\_\_\_  
Superintendent Date

Northwest Educational Service District 189

Skagit County, Washington

\_\_\_\_\_  
Superintendent Date

\_\_\_\_\_ School District

\_\_\_\_\_ County, Washington

## APPENDIX A

### Attachment for Snohomish Discovery Interlocal Agreement

Slots with projected cost per slot for 2010/2011 program year:

Districts	Number of Slots	Cost per Slot	Total for 2010/11
Edmonds	1	\$ 41,249	\$ 41,249
Everett	2	\$ 41,249	\$ 82,499
Lake Stevens	2	\$ 41,249	\$ 82,499
Marysville	3	\$ 41,249	\$ 82,499
Monroe	2	\$ 41,249	\$ 41,249
Mukilteo	4	\$ 41,249	\$ 164,997
Northshore	3	\$ 41,249	\$ 123,748
Shoreline	1	\$ 41,249	\$ 41,249
	16	<b>TOTAL</b>	\$ 659,990

Districts not listed above will be considered late-comers; the 2010/2011 daily rate including the 10% surcharge is \$251.90 per student for all students enrolled in "late-comer" districts.





# Board Agenda Request Form

Date of Board Meeting: 04/20/2010

2. g.

## Subject

### Title:

Declaration of Surplus Property

### Recommendation:

The administration recommends that the Board of Directors declare as surplus to the needs of the District the items on the attached memo.

## Background

### Purpose/Summary:

District policy #7251 provides that the Board of Directors shall take action to declare District property as obsolete and/or surplus to the needs of the District. The items on the attached memo will be surplus in accordance with RCW.

### Previous Related Action:

## Additional Information

### Agenda Placement:

☐ Information

☐ Action

☒ Consent Agenda

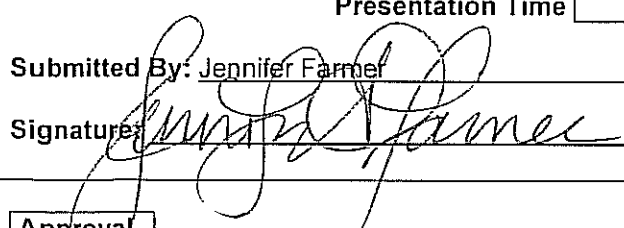
☒ Attachment(s)

Presentation Time  Minute(s)

# of pages 1

Submitted By: Jennifer Farmer

Contact Person(s): Jennifer Farmer

Signature: 

## Approval

*Applicable Executive Director signature(s) should be obtained prior to submission to Superintendent's Office.*

☒ Approved

☐ Denied

☐ Revised (see attached)

By: 

Executive Director, Finance & Operations

By: \_\_\_\_\_

Executive Director, Facilities & Operations

Date: 4-13-2010

Date: \_\_\_\_\_

Comments:



**Farmer, Jennifer**

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**From:** Jefferis, Gary  
**Sent:** Tuesday, March 16, 2010 3:07 PM  
**To:** Farmer, Jennifer  
**Cc:** Dickinson, Tracy  
**Subject:** Surplus Items

Maintenance & Operations would like to request the following items be declared surplus:

- 3- Fax Machines
- 1 - Blue Print Plotter
- 3 - Piano's
- 2 - Lang Convection Ovens
- 1 - Electric Commercial Stove
- 1 - GE Stove
- 1 - Food Slicer
- 1 - Milk Cooler
- 1 - Warming Oven
- 1 - Paper Punch
- 20 - AV Carts
- 1 - Auto Scrubber
- 1 - Paper Shredder
- 1 - Industrial Air Cleaner
- 1 - Paint Striper
- 1 - 2 door Reach in Commercial Refrigerator
- 8 - File cabinets (4 drawer)
- 4 - Video camera's

Gary Jefferis  
Director, Maintenance & Operations  
Everett Public Schools  
425.385.5200  
425.385.5202 (fax)



# Board Agenda Request Form

Date of Board Meeting: April 20, 2010

2.h.

## Subject

Title: Surplus Instructional and Library Materials

### Recommendation:

The Board declares as surplus the attached list of obsolete and/or damaged instructional and library materials, and direct staff to take the necessary steps to dispose of them.

## Background

### Purpose/Summary:

Biannually schools identify instructional and library materials that have exceeded their useful life and/or no longer meet the instructional needs of the District. In accordance with District policy and state law, these obsolete materials must be declared surplus by the Board before they can be disposed of. All surplus books will be available on request to other education programs and disposed of via used textbook vendors.

### Previous Related Action:

Semi-annually the Board takes action to declare obsolete or damaged equipment and instructional materials as surplus and directs the administration to arrange for the disposal of the items. This action is required by statute to allow the District to dispose of the surplus items.

## Additional Information

### Agenda Placement:

☐ Information

☐ Action

☒ Consent Agenda

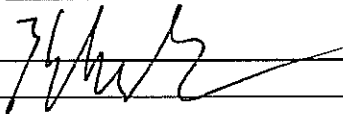
☒ Attachment(s)

# of pages 4

Submitted By: Terry Edwards, Chief Academic Officer

Contact Person(s): Terry Edwards, (425)385-4050

Signature: \_\_\_\_\_



## Approval

Applicable Associate Superintendent signature(s) should be obtained prior to submission to Superintendent's Office.

☒ Approved

☐ Denied

☐ Revised (see attached)

By: \_\_\_\_\_

Associate Superintendent, Chief Academic Officer

By: \_\_\_\_\_

Associate Superintendent, Chief Instructional Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:



School	Carton #	TITLE	ISBN#	QTY
Cascade High School	1-70	Miscellaneous Library Books	Misc	1158
Cascade High School	71	History of the Modern World	0070408262	4
Cascade High School	71	Our Common Heritage	0663917295	5
Cascade High School	71	Issues of the Modern Age	0669320218	2
Cascade High School	71	Focus on America	0669320196	2
Cascade High School	72	Adventures in English Lit	0153350954	4
Cascade High School	73	Adventures in English Lit	0153350954	6
Cascade High School	74	Adventures in English Lit	0153350954	6
Cascade High School	75	Adventures in English Lit	0153350954	6
Cascade High School	76	Century 21	0538205008	8
Cascade High School	76	Typewriting Basic Keyboarding	0538203900	1
Cascade High School	77	Miscellaneous Library Books	Misc	21
Cascade High School	78	Art in Focus	002662270x	12
Cascade High School	79	BCS Biology-A Human Approach (Old version)	0787286850	10
Cascade High School	80	BCS Biology-A Human Approach (Old version)	0787286850	10
Cascade High School	81	Adventures in English Lit	0153350954	6
Cascade High School	82	BCS Biology-A Human Approach (Old version)	0787286850	8
Cascade High School	83	BCS Biology-A Human Approach (Old version)	0787286850	10
Cascade High School	84	BCS Biology-A Human Approach (Old version)	0787286850	10
Cascade High School	85-101	Miscellaneous Library Books	Misc	357
Cascade High School	101	Totals		1646
Cedar Wood Elementary	1	Survival	0669321060	5
Cedar Wood Elementary	1	Tales from Here & There	0669321036	27
Cedar Wood Elementary	1	Health Practice Book Level 6	0669321788	15
Cedar Wood Elementary	1	Fantastic Journey	0669320951	30
Cedar Wood Elementary	1	Adventures & Adventurers TG	0669321303	1
Cedar Wood Elementary	1	Ecology	0669320935	1
Cedar Wood Elementary	1	Try Try Again	0669320978	26
Cedar Wood Elementary	7708-1	Misc Library books		50
Cedar Wood Elementary	7708-2	Misc Library books		40
Cedar Wood Elementary	7708-3	Misc Library books		28
Cedar Wood Elementary	7748-1	Investigations Gr 5 Tchr Resource (old version)	1572328231	3
Cedar Wood Elementary	7748-2	Investigations Gr 5 Tchr Resource (old version)	1572328231	2
Cedar Wood Elementary	7748-3	Investigations Gr 5 Tchr Resource (old version)	1572328231	3
Cedar Wood Elementary	7748-4	Investigations Gr 5 Tchr Resource (old version)	1572328231	2
Cedar Wood Elementary	7748-5	Investigations Gr 5 TG (old version)	Misc	18
Cedar Wood Elementary	7748-5	Schools & Families	0328018813	8
Cedar Wood Elementary	7748-5	Assessment Source book	0201375893	6
Cedar Wood Elementary	7748-6	Incomplete Invest. Gr 4 Teacher kit	1572327766	1
Cedar Wood Elementary	7748-6	Investigations Gr 4 Tchr Resource (old version)	1572327782	2
Cedar Wood Elementary	7748-7,8,9	Investigations Gr 4 Pkg (old version )	0572327766	6
Cedar Wood Elementary	7748-7	Investigations Gr 4 Assessment Book	0201375885	7
Cedar Wood Elementary	7748-8	Schools & Families	0328018813	2
Cedar Wood Elementary	7748-8	Relearning to Teach	0769001939	1
Cedar Wood Elementary	7748-8	Beyond Arithmetic	0866518460	3
Cedar Wood Elementary	7748-10	Investigations Gr 3 & 4 Transparencies		2
Cedar Wood Elementary	7748-10	Investigations Gr 3 Assessment (old version)	0201375877	4
Cedar Wood Elementary	7748-10	Today's Math	032812821x	1
Cedar Wood Elementary	7748-10	Implementing Invest. K-5		4
Cedar Wood Elementary	7748-10	Family Letters	0866518487	2
Cedar Wood Elementary	7748-10	Blackline Masters	1572327286	1
Cedar Wood Elementary	7748-11	Investigations Curr Kit (old version)	032817401	3
Cedar Wood Elementary	7748-12	Investigations Curr Kit (old version)	032817401	2
Cedar Wood Elementary	7748-12	Explore Math	0673370003	1
Cedar Wood Elementary	7748-12	Math Explore & Application	0026878607	1
Cedar Wood Elementary	7748-13	Investigations TR Kit Gr 3 (old version)	157232726x	2
Cedar Wood Elementary	7748-13	Moving Into Math TR K	0732700929	1
Cedar Wood Elementary	7748-14	Investigations Resource Kit Gr 2 (old version)	1572324856	2
Cedar Wood Elementary	7748-15	Investigations Resource Kit Gr 2 (old version)	1572324856	2
Cedar Wood Elementary	7748-16,17	Investigations Gr 2 Curr. Unit Pk (old version)	1572326786	8

## 2010 Spring Surplus Textbooks

School	Carton #	TITLE	ISBN#	QTY
Cedar Wood Elementary	7748-18	Assessment Source book Gr 2 (old version)	0201375869	8
Cedar Wood Elementary	7748-18	School & Families	0328018813	1
Cedar Wood Elementary	7748-18	Investigations Gr 2 Blackline Masters	1572326824	1
Cedar Wood Elementary	7748-19	Investigations Gr K Misc (old version)	Misc	10
Cedar Wood Elementary	7748- 20-23	Investigations Gr 1 Misc (old version)	Misc	7
Cedar Wood Elementary	7748-24	Investigations Gr 4 kit (old version)	1572327782	2
Cedar Wood Elementary	7748-24	The Shape of the Data	1572327480	1
Cedar Wood Elementary	7748-21	Investigations Misc Gr 1	Misc	14
Cedar Wood Elementary	7748-24	Arrays & Shares, Assess., Landmarks in the 1000's	Misc	3
Cedar Wood Elementary	7748-42	Investigations Gr 3 TG (old version)	1572327243	1
Cedar Wood Elementary	7734-8	Middle Level Literature	0669383252	1
Cedar Wood Elementary	7734-8	Exploring Mathematics	0673455246	4
Cedar Wood Elementary	30	Totals		376
Emerson Elementary	1-24	Miscellaneous Library Books	Misc	999
Emerson Elementary	24	Totals		999
Everett High School	1-2	Colliers Encyclopedia	558186	20
Everett High School	3	Kinder Comics		101
Everett High School	4-6	Misc Library books	Misc	67
Everett High School	7-9	Southwest Keyboarding & Computer App	0538621931	39
Everett High School	10-13	Misc Library books	Misc	102
Everett High School	14-15	Physical Science	0136715451	12
Everett High School	16-17	Organic Chemistry	0030169143	31
Everett High School	18	Misc Library books	Misc	16
Everett High School	19-20	Learning Computer App	0585771295	24
Everett High School	21	Stage & the School	0070476713	10
Everett High School	1-10, 13-14	Misc Library books	Misc	335
Everett High School	11-12	Auf Deutsh Gesagt 1,2,3,4	N/A	115
Everett High School	68	Totals		872
Eisenhower Middle School	1-10	Elements of Language	0030526639	110
Eisenhower Middle School	11	Building Spelling Skills	8660940705	20
Eisenhower Middle School	12	Building Spelling Skills	8660940705	46
Eisenhower Middle School	13-16	Miscellaneous Teacher Resources	Misc	100
Eisenhower Middle School	17-22	Elements of Language	0030526639	66
Eisenhower Middle School	24,28,29	World Cultures: A Global Mosaic	0130368954	35
Eisenhower Middle School	1	I Need to Get Along With Different Types of People	0825126576	33
Eisenhower Middle School	2-3	Washington in the Pacific NW (defective bindings)	0879059885	33
Eisenhower Middle School	4	Misc Library books	Misc	21
Eisenhower Middle School	29	Totals		464
Ed. Service Center	1-3	DRA kit: Grades K-3		3
Ed. Service Center	4	DRA kit: Alternative		1
Ed. Service Center	5	Rigby: Literature by Design Samples		8
Ed. Service Center	5	Totals		12
Garfield Elementary	34	Scholastic Children's Dictionary	590252712	10
Garfield Elementary	35	Scholastic Children's Dictionary	590252712	18
Garfield Elementary	36	Ginn Beg. Dictionary 1973	663297613	33
Garfield Elementary	37	Roget's II New Thesaurus	395748763	26
Garfield Elementary	38	Scholastic First Dictionary	059096786x	16
Garfield Elementary	39	Misc Dictionaries		23
Garfield Elementary	42	Misc Art, Math & Reading materials	Misc	24
Garfield Elementary	43	Misc Teacher Guides	Misc	21
Garfield Elementary	8			171
Gateway Middle School	1-20	Washington in the Pacific NW (defective bindings)	0879059885	195
Gateway Middle School	20	Totals		195



School	Carton #	TITLE	ISBN#	QTY
Hawthorne Elementary	1	Building Spelling Skills	0866093974	30
Hawthorne Elementary	6	Random House Dictionary 1978	0394000447	17
Hawthorne Elementary	6	Thorndike Beg. Dictionary 1962	N/A	6
Hawthorne Elementary	6	Clear & Simple Thesaurus	0448121980	12
Hawthorne Elementary	7	Random House Dictionary 1973	N/A	8
Hawthorne Elementary	8	My Second Pictionary 1964	N/A	13
Hawthorne Elementary	8	Ginn Beg. Dictionary 1973	N/A	11
Hawthorne Elementary	4	Totals		97
Heatherwood Middle School	1-11	Miscellaneous Library Books	Misc	493
Heatherwood Middle School	1-2	Parade of Life		77
Heatherwood Middle School	3	Matter		90
Heatherwood Middle School	4	Prentice Hall Life Science materials	Misc	27
Heatherwood Middle School	5	Prentice Hall Physical Science materials	Misc	25
Heatherwood Middle School	6-8	Prentice Hall Student Science Books	Misc	259
Heatherwood Middle School	9	Prentice Hall Integrated Learning Sets		9
Heatherwood Middle School	10-12	Prentice Hall Student Science Books	Misc	221
Heatherwood Middle School	13-14&21	Prentice Hall TE		64
Heatherwood Middle School	15	Parade of Life		12
Heatherwood Middle School	16	Holt Science & Technology		11
Heatherwood Middle School	17	Lab Manuals Prentice Hall Life Science		10
Heatherwood Middle School	18	Prentice Hall Earth Science materials		18
Heatherwood Middle School	19	Prentice Hall Spanish & Video Tapes		39
Heatherwood Middle School	20-22	Holt Misc Teacher Resource books		128
Heatherwood Middle School	23-25	Prentice Hall Student Science Books		227
Heatherwood Middle School	26	Integrated Science Activity book		26
Heatherwood Middle School	27 & 30	Holt Science & Technology Resource Book Packets		17
Heatherwood Middle School	28&33	Prentice Hall Student Science Books		55
Heatherwood Middle School	29	Standard First Aid		24
Heatherwood Middle School	31	Skills Workshop TE		11
Heatherwood Middle School	34	Prentice Hall Review & Reinforcement Guides		65
Heatherwood Middle School	35-36	Prentice Hall Activity Books		80
Heatherwood Middle School	37	Prentice Hall Test Books		46
Heatherwood Middle School	38	Prentice Hall Lab Manuals		85
Heatherwood Middle School	39-40	Prentice Hall Activity Books		110
Heatherwood Middle School	41	Chemistry of Matter		73
Heatherwood Middle School	42,43,45	Prentice Hall Student Science Books		236
Heatherwood Middle School	44	The Nature of Science		91
Heatherwood Middle School	46	Prentice Hall TE		69
Heatherwood Middle School	47-53	Physical Science Student Books		157
Heatherwood Middle School	54&62	Miscellaneous		63
Heatherwood Middle School	55-57	Ecology Earth's Living Resource Student Book		195
Heatherwood Middle School	58	Prentice Hall Student Science Books		61
Heatherwood Middle School	59-61	Life Science Student Books		62
Heatherwood Middle School	63	Physical Science		4
Heatherwood Middle School	74	Totals		3240
Jackson High School	1	Bedford Intro to Literature (damaged beyond repair)	1559534591	4
Jackson High School	1	Writers Inc	093904577x	1
Jackson High School	1	History of a Free Nation	0028237765	3
Jackson High School	1	American Government	0134332075	1
Jackson High School	1	Washington State	0295973013	2
Jackson High School	2-11	Miscellaneous Library Books	Misc	303
Jackson High School	12-13	Misc. Computer Manuals	N/A	25
Jackson High School	14	Learning Microsoft Office	1562434616	8
Jackson High School	15	Miscellaneous Library Books	Misc	33
Jackson High School	16	Learning Microsoft Office	1562434616	9
Jackson High School	17	Miscellaneous Library Books	Misc	26
Jackson High School	18	Microcomputer Keyboarding	0028140966	16
Jackson High School	19-20	Miscellaneous Library Books	Misc	45
Jackson High School	21	Chemistry-Visualizing Matter	0030001943	1

## 2010 Spring Surplus Textbooks

School	Carton #	TITLE	ISBN#	QTY
Jackson High School	21	Elements of Lit-British Tradition	0137225393	1
Jackson High School	21	Biology-Visualizing Life	0030538173	1
Jackson High School	21	World Cultures	0132967812	1
Jackson High School	21	Discovering Geometry (damaged beyond repair)	1559534591	1
Jackson High School	21	French Grammar 3rd ed	0070138850	1
Jackson High School	21	Broken Bridge	0380723840	8
Jackson High School	21	Earth & Its People	9780618247301	1
Jackson High School	21	Ways of Reading	9780312409951	1
Jackson High School	21	Siddartha	0553208845	1
Jackson High School	21	Night		1
Jackson High School	22-26	Miscellaneous Library Books	Misc	90
Jackson High School	27	Animal Farm	N/A	1
Jackson High School	27	Night		1
Jackson High School	27	Everything's an Argument	0312397380	1
Jackson High School	27	Reader's Handbook	0669490067	1
Jackson High School	27	Broken Bridge	0380723840	1
Jackson High School	27	Bon Voyage	0078656303	1
Jackson High School	27	Discovering Geometry (damaged beyond repair)	1559534591	1
Jackson High School	27	Chemistry-Molecular Science	0801674859	1
Jackson High School	27	Chemistry-Visualizing Matter	0030001943	1
Jackson High School	27	Expresate 1 (damaged beyond repair)	0030676789	1
Jackson High School	27	History of a Free Nation	0028237735	3
Jackson High School	28	Miscellaneous Library Books	Misc	31
Jackson High School	28	Totals		628
Lowell Elementary	1	Investigations Gr 4 Tchr Resource (old version)	1572327766	1
Lowell Elementary	1	Totals		1
Madison Elementary	1	Investigations Gr K Misc (old version)	Misc	8
Madison Elementary	1	World Atlas	0021468958	31
Madison Elementary	2-7	Adventures in Time & Place Misc		142
Madison Elementary	3	Geo Adventures Misc	Misc	6
Madison Elementary	1	Our Region:The Pacific NW/Scott Foresman Math TE	0201364328	16
Madison Elementary	6	Adventures in Time & Place Misc	Misc	29
Madison Elementary	1	Zaner/Bloser Handwriting TE Gr 1	0883098954	1
Madison Elementary	1	Scott Foresman Gr 2 TR kit	0201501295	1
Madison Elementary		Misc Readers	07665-	11
Madison Elementary		First Facts About American Heroes	0439188091	1
Madison Elementary		Beginners Classroom Atlas	528177176	1
Madison Elementary		Classroom Atlas	52817729x	1
Madison Elementary		All About Me-Misc	Misc	11
Madison Elementary		Wordly Wise 3000 book 1	0838824315	25
Madison Elementary		Wordly Wise 3000 book 2	0838824323	36
Madison Elementary		Wordly Wise A	0838804284	1
Madison Elementary		Wordly Wise B	0838804292	1
Madison Elementary		Wordly Wise C	0838804306	2
Madison Elementary		Just Think How Much	394022718	5
Madison Elementary		Story Wagon	11025	10
Madison Elementary		Story Time	11115	22
Madison Elementary		Misc Readers	Misc	367
Madison Elementary		Investigations Gr 5 (old version)		1
Madison Elementary		Wiggle Works Program Misc	Misc	18
Madison Elementary		Hooked on Phonics		1
Madison Elementary	7+	Totals		748

School	Carton #	TITLE	ISBN#	QTY
Mill Creek Elementary		Reading Mastery I/II Teacher's Take Home Book	0574101594	2
Mill Creek Elementary		Reading Mastery I/II Fast Cycle Spelling Book	0574101586	1
Mill Creek Elementary		Reading Mastery I/II Fast Cycle Test book	0574101659	6
Mill Creek Elementary		Reading Mastery I/II Fast Cycle Testing & Mgmt	0574101667	2
Mill Creek Elementary		Reading Mastery I/II Behavioral Objectives	0574101675	2
Mill Creek Elementary		Reading Mastery I/II Skills Profile Folder	N/A	11
Mill Creek Elementary		Reading Mastery III Workbook A	N/A	2
Mill Creek Elementary		Reading Mastery II Take Home book C	0574101381	4
Mill Creek Elementary		Reading Mastery III	0574080066	1
Mill Creek Elementary		Reading Mastery III Textbook A	057408006	3
Mill Creek Elementary		<b>Totals</b>		<b>1530</b>
James Monroe Elementary	1-3	Beginning Dictionaries	0673123804	30
James Monroe Elementary	4	Math Liquid Measure Set		1
James Monroe Elementary	5	Sound Spelling Cards	0812611519	1
James Monroe Elementary	6	Misc Computer Games		15
James Monroe Elementary	7	Letter Blocks from Math Learning Center		1
James Monroe Elementary	8-10	Family & Friends, Social Studies	067322001x	72
James Monroe Elementary	11	Neighbors Near & Far	0673220028	17
James Monroe Elementary	12	Celebrate a World of Difference	814106	1
James Monroe Elementary	13	Adventures in Art TE	0871923238	4
James Monroe Elementary	14, 16	Investigations Gr 1 (old version)	1572324651	2
James Monroe Elementary	15	Investigations Gr K (old version)	328259977	1
James Monroe Elementary	17	Misc Math manipulatives		17
James Monroe Elementary	18	CD's Phonics etc		24
James Monroe Elementary	19	Sounds and Letters Kinder Kit	812604903	1
James Monroe Elementary	20	Games and Giggles		7
James Monroe Elementary	21	Great Body Shop tapes		51
James Monroe Elementary	22	Scott Foresman Starter Concept cards		1bx
James Monroe Elementary	23	Building Spelling Skills	0866093915	23
James Monroe Elementary	24-30	Regions of our Country & World	0673220044	112
James Monroe Elementary	31	City & Country	0673220036	8
James Monroe Elementary	32	World Atlas for Intermediate	0021468966	43
James Monroe Elementary	33	Modality Kit, Zaner Bloser		1
James Monroe Elementary	34	Misc boxed sets of themed items		20
James Monroe Elementary	35 & 36	Misc reading books		51
James Monroe Elementary	1A	Science Ant Worlds kit	4249907004	
James Monroe Elementary	6 boxes	Encyclopedias		103
James Monroe Elementary	3A	Heath Mathematics 1981	0669034223	13
James Monroe Elementary	5-6A	Dictionaries Intermediate	0673123812	20
James Monroe Elementary	7-11A	HM English	039537538x	120
James Monroe Elementary	14-15A	Adventures in Time & Place	0021465592	30
James Monroe Elementary	16-19A	Misc reading & story books		54
James Monroe Elementary	20A	Misc Phonics cards, games, flash cards		
James Monroe Elementary	21A	HBJ Mortimer Frog	0153305029	27
James Monroe Elementary	22A	Make Brachiosaurus kits		1bx
James Monroe Elementary	24A	Misc Teacher Activity books		15
James Monroe Elementary	25A	Young Scholars Sound & Letters Kinder Kit		2
James Monroe Elementary	6 boxes	Investigations Gr 1-5 TR pkg's (old versions)	0157232---	6
James Monroe Elementary	34A	Sea Treasure	0673137600	23
James Monroe Elementary	74			<b>916</b>
North Middle School	1	Spelling Jumbo yearbook gr 3	N/A	1
North Middle School	1	The Teachers Desk Companion	0024432105	1
North Middle School	1	Ser. 1 Reading Book #1	N/A	1
North Middle School	1	Language Skills & Use, TE	067314156x	1
North Middle School	1	Snips & Snails & Walnuts & Whales	0911104757	1
North Middle School	1	Art for Today's Schools	871920018	1
North Middle School	1	Real Life Writing Skills	0590304933	1
North Middle School	1	Tools for Teaching	0965026302	1
North Middle School	1	Til the Bell Rings	N/A	1

## 2010 Spring Surplus Textbooks

School	Carton #	TITLE	ISBN#	QTY
North Middle School	1	Think Aloud Classroom Prog. Gr 3-4	0878222413	1
North Middle School	1	Language: Skills & Use, 2nd ed	0673141462	1
North Middle School	1	Word Attack: A Way to Better Reading	N/A	1
North Middle School	1	Jumbo English Yearbook Gr 2	0820900001	1
North Middle School	1	Jumbo English Yearbook Gr 7	0820900052	1
North Middle School	1	Building Basic Skills: Reading gr 6	1577680669	1
North Middle School	1	The Rosetta Stone Lang. Library English II Workbook	1883972825	1
North Middle School	1	Literacy Activity book: Friends	039572483x	1
North Middle School	1	Improving Your Vocabulary Skills	0876942176	1
North Middle School	1	Learning to Read, Gr 1 part 2	N/A	1
North Middle School	1	Intermediate Explorers Social Studies gr 4-8	030554022043	1
North Middle School	1	Hayes Holiday Puzzlers	N/A	1
North Middle School	1	Integrated Vocabulary Dev. Book A	0876940653	1
North Middle School	1	Setting & Using Criteria	098216013	1
North Middle School	1	Detecting the Sequence	N/A	1
North Middle School	1	Language: Skills & Use, Book A TE	0673141969	1
North Middle School	2	Oxford Picture Dict.-Beginners	019434326x	1
North Middle School	2	Blackline Masters	N/A	1
North Middle School	2	Increasing Student Spelling Achievement	N/A	1
North Middle School	2	Jumbo Spelling Yearbook	N/A	1
North Middle School	2	Steck-Vaughn Comp. Skills Conclusion 2	0811419606	1
North Middle School	2	Steck-Vaughn Comp. Skills Facts 2	0811419517	1
North Middle School	2	Steck-Vaughn Comp. Skills Context 2	0811419584	1
North Middle School	2	Building Spelling Skills TE	N/A	1
North Middle School	2	Lets Write Cursive	N/A	2
North Middle School	2	Creative Growth w/Handwriting	0883092433	6
North Middle School	2	Working Words in Spelling	0891877126	1
North Middle School	2	Art from Recycled Materials	087192059x	1
North Middle School	2	Island of the Blue Dolphins	1557344124	1
North Middle School	2	100 Blackboard Games	0822450607	1
North Middle School	2	Paint by Numbers/Golden	N/A	1
North Middle School	2	People Need Each Other	0913916633	1
North Middle School	2	Games and Giggles	N/A	1
North Middle School	2	Jumbo English Yearbook	0820900060	1
North Middle School	2	Judy Blume in the Classroom	0866535586	1
North Middle School	2	Amazing Animal Stories	0898720605	1
North Middle School	2	A New Start	04350810000	1
North Middle School	2	Clouds, Rain, Wind and Snow	0822413515	1
North Middle School	2	Self Assessment & Goal Setting	0968216021	1
North Middle School	2	Creating with Paper	586007	1
North Middle School	2	Working With Numbers Level C-Triangle	0811442357	1
North Middle School	2	Betty Crocker's Cookbook for Boys & Girls	030709927x	1
North Middle School	2	Classroom Management: Reflective Teacher Leader	0023397918	1
North Middle School	2	To See A World TE	0395549116	1
North Middle School	2	Elementary Teachers art Ideas Desk Book	0132606798	1
North Middle School	2	Series I-4 Reading Books 2-14	N/A	13
North Middle School	2	Book A,B,C Reading Readiness	N/A	3
North Middle School	3-14	Miscellaneous Library Books	Misc	303
North Middle School	14	Totals		379
Sequoia High School	1	Saxon Math 65	1565770366	13
Sequoia High School	1	Algebra 1/2 Incremental Develop	093979845x	1
Sequoia High School	1	Current Career & Occupational lit	0824207033	1
Sequoia High School	1	The Delicate Balance	065611063	1
Sequoia High School	1	Contemporary Mathematics in Context	0078275377	1
Sequoia High School	1			17
Silver Lake Elementary		Pinnell & Fountas Poetry	0325006571	1
Silver Lake Elementary		Pinnell & Fountas Phonics	0325005621	1
Silver Lake Elementary		Pinnell & Fountas TR	0325004099	1
Silver Lake Elementary		Reading Renaissance	189375104x	2

School	Carton #	TITLE	ISBN#	QTY
Silver Lake Elementary		Beyond Arithmetic	0866518460	1
Silver Lake Elementary		Phonics Notebook	0325004080	3
Silver Lake Elementary		Poetry book	0325006571	2
Silver Lake Elementary		First Steps Reading Notebook	0435072552	2
Silver Lake Elementary		First Steps Reading Continuum	0435072536	2
Silver Lake Elementary		First Steps Writing Continuum	0435072498	1
Silver Lake Elementary		A Math Handbook	0669457701	1
Silver Lake Elementary		Math Time	188811701x	1
Silver Lake Elementary		Math Excursions K	0435083457	1
Silver Lake Elementary		Great Body Shop TG	N/A	3
Silver Lake Elementary		The Writing Spot	0669648118	1
Silver Lake Elementary		Foresman/Wesley Problem of the Day	020131276x	1
Silver Lake Elementary		5 Senses K Science TG	N/A	1
Silver Lake Elementary		Health Skills For Life k-12	N/A	1
Silver Lake Elementary		Classroom Contact TG	N/A	1
Silver Lake Elementary		Lakeshore Listening Lotto	N/A	1
Silver Lake Elementary		National Geographic Animals	0792229916	1
Silver Lake Elementary		<b>Totals</b>		<b>29</b>
View Ridge Elementary		Harcourt Brace Jovanovich - Stairways	015330507x	4
View Ridge Elementary		HBJ Stairways Wkbk	0153305673	30
View Ridge Elementary		HBJ Readers	Misc	64
View Ridge Elementary		<b>Totals</b>		<b>98</b>
Whittier Elementary		Streamers	0153305061	6
Whittier Elementary		Sounds of Laughter	003083354x	20
Whittier Elementary		<b>Totals</b>		<b>26</b>
Woodside Elementary	11A	Smiles	0153305053	32
Woodside Elementary	13B	Just Think How Much	0394022718	1
Woodside Elementary	13B	Hide and Seek	039402267x	2
Woodside Elementary	13B	Sounds in the Wind	0030109663	6
Woodside Elementary	15B	Handwriting Bk 2 Manuscript	0883093049	7
Woodside Elementary	15B	Assessment Guide Gr 2-3	0780270924	1
Woodside Elementary	15B	Daily Oral Language Levels 1,3&4	0812354575	4
Woodside Elementary	15B	On We Go & Story Train		2
Woodside Elementary	16B-18B	Misc Encyclopedias	Misc	65
Woodside Elementary	18B	Stairways	015330507x	15
Woodside Elementary	18B	Streamers	0153305061	13
Woodside Elementary	18B	Handwriting	0880857277	1
Woodside Elementary	18B	Basic Reading Series TE & workbook		13
Woodside Elementary	18B	May I Come In TE & Study Book	0663306957	18
Woodside Elementary	18B	People Need People Wkbk and TE	0030479460	12
Woodside Elementary	18B	Level A & G Workbook	0574459111	6
Woodside Elementary	20B	Time for Friends TE & workbook	003047941x	17
Woodside Elementary	20B	Grassroots Science Set 1, 4, 5		3
Woodside Elementary	20B	Science in Your World		1
Woodside Elementary	20B	United Learning		1
Woodside Elementary	20B	Beyond Arithmetic	0866518460	1
Woodside Elementary	20B	Daily Math Gr 3	0812375693	1
Woodside Elementary	22B	Handwriting Basic Skills	0883093057	1
Woodside Elementary	22B	Basic Skill Learning Lab		1
Woodside Elementary	22B	School and Families	0328018813	1
Woodside Elementary	22B	Today's Math	0328126551	1
Woodside Elementary	12A	Instant Language Builder Misc	070551----	23
Woodside Elementary	100-104A	Investigations Gr 5 materials (old version)	1572328--	8
Woodside Elementary	6 boxes	Investigations Gr 4 materials (old version)	1572327--	9
Woodside Elementary	7 boxes	Misc Math materials	Misc	
Woodside Elementary	117-122A	Investigations Gr 3 materials (old version)	15723272--	10
Woodside Elementary	123-127A	Investigations Gr 2 materials (old version)	157232--	15

## 2010 Spring Surplus Textbooks

School	Carton #	TITLE	ISBN#	QTY
Woodside Elementary	128-131A	Investigations Gr 1 materials (old version)	1572324--	9
Woodside Elementary		TERC Math kit		1
Woodside Elementary	4E	Write One Handbook & Program Guide	06694901--	3
Woodside Elementary	16C	Social Studies guides	0382329740	4
Woodside Elementary	16C	The Centennial Salmon Story		27
Woodside Elementary	16C	Our United States	0382329937	3
Woodside Elementary	42	<b>Totals</b>		<b>338</b>
Elementary Literacy Adoption		Invitations to Literacy HM-St Texts/Readers	0395...	11813
Elementary Literacy Adoption		Invitations to Literacy HM Teacher Materials	0395...	839
Elementary Literacy Adoption		Invitations to Literacy HM Supplementary Materials	0395...	2134
Elementary Literacy Adoption		DRA Kits K-3	0673605310	208
Elementary Literacy Adoption		DRA Kits 4-8	0673618455	102
Elementary Literacy Adoption		DRA Alt Kit K-3		21
Elementary Literacy Adoption		Celebrate Reading SF St Texts	0673...	8724
Elementary Literacy Adoption		Celebrate Reading TG	0673...	257
Elementary Literacy Adoption		Celebrate Reading Supplementary Materials		1228
Elementary Literacy Adoption		Spotlight on Literacy MacMillan St. Texts	00214...	2371
Elementary Literacy Adoption		Spotlight on Literacy TG	00214...	462
Elementary Literacy Adoption		Spotlight on Literacy Supplementary Materials		408
Elementary Literacy Adoption		Open Court Supplementary		125
Elementary Literacy Adoption		Steck-Vaughn Readers		73
				<b>28765</b>
		*Note: Some elementary schools may have additional supplementary materials not listed on their surplus forms.		

# Board Agenda Request Form

Date of Board Meeting: 04/20/2010

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## Subject

### Title:

Resolution No. 991 - Authorization to Establish an Interlocal Agreement with Northwest Educational Service District 189

### Recommendation:

The administration recommends adoption of Resolution No. 991 to establish an interlocal agreement with Northwest Educational Service District 189 for the Unemployment Compensation Pool Cooperative.

## Background

### Purpose/Summary:

Resolution No. 991 establishes an interlocal agreement with Northwest Educational Service District 189. The District presently has an agreement with ESD 189 to administer the Unemployment Compensation Pool. Everett has participated in this pool since January, 1993. The pool provides the lowest cost option for unemployment coverage. The agreement was recently revised to update the language to reflect a recent bylaw change. The revised interlocal agreement is presented to the Board for approval. The district may not participate in the Unemployment Compensation Pool without this agreement in place.

### Previous Related Action:

## Additional Information

### Agenda Placement:

☐ Information

☐ Action

☒ Consent Agenda

☒ Attachment(s)

Presentation Time  Minute(s)

# of pages 11

Submitted By: Jennifer Farmer

Contact Person(s): Jennifer Farmer

Signature: Jennifer Farmer

## Approval

Applicable Executive Director signature(s) should be obtained prior to submission to Superintendent's Office.

☒ Approved

☐ Denied

☐ Revised (see attached)

By:

J. J. Moore  
Executive Director, Finance & Operations

By:

\_\_\_\_\_  
Executive Director, Facilities & Operations

Date:

4-13-2010

Date:

Comments:

Resolution No. 991

**AUTHORIZATION TO ESTABLISH AN INTERLOCAL AGREEMENT  
WITH NORTHWEST EDUCATIONAL SERVICE DISTRICT 189**

**WHEREAS**, it is the intent of the Board of Directors of Everett School District No. 2 to provide appropriate programs which will meet the needs of all students; and

**WHEREAS**, it is desired to utilize to the best advantage existing programs, services, and facilities thereby eliminating unnecessary duplications; and

**WHEREAS**, in so doing, at times it becomes necessary to share programs, services, and facilities on an intergovernmental cooperative basis with other districts/agencies;

**NOW, THEREFORE, BE IT RESOLVED** that the administration be authorized to develop such intergovernmental cooperative agreements with Northwest Educational Service District 189, and shall implement such programs subject to the final approval of the Superintendent or his/her designee.

**ADOPTED** by the Board of Directors of Everett School District No. 2, at a regular open public meeting on this 20th day of April, 2010.

**EVERETT SCHOOL DISTRICT NO. 2  
BOARD OF DIRECTORS**

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Vice-President

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

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

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

**ATTEST:**

\_\_\_\_\_  
Superintendent, Secretary to the Board





# Northwest Educational Service District 189

*Together We Can*

*Board of Directors:*  
Steve Galby  
Dr. Alan Erickson  
Darrell Haug  
Claudia Talmadge  
Lynn Swanson  
Dr. Jack Thompson  
Jo Vogeler  
Merle Kikley  
Richard Post

1601 R Avenue, Anacortes, WA 98221  
360-299-4000 • Fax 360-299-4070  
www.esd189.org

Dr. Gerald W. Jenkins, *Superintendent*

## Unemployment Compensation Pool Cooperative Interlocal Agreement

WHEREAS, RCW 39.34 and RCW 28A.320.080 together authorize the local school districts within the State of Washington to join together to form cooperatives for the purpose of providing services for the participating school districts;

WHEREAS, RCW 28A.310.180 directs educational service districts to establish cooperative service programs for school districts which will hopefully economize for the local school districts by providing services that would otherwise be more expensive if the cooperative were not formed or which will provide services that could not otherwise be efficiently acquired including services provided directly to their students;

WHEREAS, several school district superintendents and their Boards of Directors have previously determined that an unemployment compensation coverage pool is desirable and requested Northwest Educational Service District 189 to form an Unemployment Compensation Pool Cooperative to help provide this support;

WHEREAS, the Board of Directors and Superintendent of NWESD previously agreed to coordinate and operate an Unemployment Compensation Pool Cooperative; and,

WHEREAS, the school district superintendents and their Boards of Directors have determined it prudent to update and clarify the previously adopted *Unemployment Compensation Pool Cooperative Interlocal Agreement and Bylaws*.

NOW THEREFORE, the Unemployment Compensation Pool Cooperative (hereinafter referred to as Cooperative) is hereby modified by and between Northwest Educational Service District 189 (hereinafter referred to as NWESD) and various school and educational service districts (the signatory district to this Agreement is hereinafter referred to as District) according to the below described terms and conditions.

### I. NAME AND PURPOSE

This Cooperative shall be known as the NWESD Unemployment Compensation Pool Cooperative (hereinafter referred to as Cooperative). The purpose of the Cooperative is to form a pool to reimburse member districts for employee-related unemployment compensation obligations.

### II. ORGANIZATION

Membership in the Cooperative will be limited to member school and educational service districts that execute a copy of this Agreement. All membership applications require submission of two appropriately completed copies of this Agreement, signed by its superintendent. Membership shall entitle the District to designate a representative to the Advisory Board.

An Advisory Board consisting of the superintendent, or designee, of each district is established. This Board's purpose shall be to 1) establish an Executive Committee, 2) monitor the performance of this Agreement, 3) adopt and amend By laws, 4) ensure the Cooperative is operated consistent with those By laws, and 5) meet periodically to rule on matters such as Cooperative membership and assessment rate/fee schedules. A quorum of the Advisory Board shall require representatives from

more than fifty percent (50%) of the member districts. Participation may occur via electronic medium/vehicle.

The Advisory Board shall elect an Executive Committee, which shall 1) provide the NWESD advice related to the Cooperative's management, 2) maintain the Cooperative's By laws, including amendment recommendations to the Advisory Board, and 3) other duties as may be assigned by the Advisory Board. Membership requirements for the Executive Committee shall be established by the By laws. A quorum of the Executive Committee shall require representatives from more than fifty (50%) of the members. Participation may occur via electronic medium/vehicle.

The NWESD shall administer this Agreement and will solicit the advice of the Executive Committee on matters relating to this Agreement and shall schedule meetings of the Advisory Board as required for this purpose. Except as otherwise provided herein, management of the Cooperative is delegated to the Executive Board.

Meetings of the Executive Committee may be called by 1) its chair, 2) the NWESD Superintendent, or designee, or 3) a majority of its members. Meetings of the Advisory Board may be called by the NWESD Superintendent or Chair of the Executive Committee.

### **III. BY LAWS**

The initial revised By laws are appended to this Agreement and will be approved by member district execution. The Executive Committee shall be responsible for recommending By law amendments to the Advisory Board. By law revisions shall be approved by two-thirds (2/3) majority vote of the Advisory Board.

### **IV. TERM OF AGREEMENT**

The initial term of this revised Agreement shall become effective the date of the execution of the member District and the NWESD and shall automatically be extended in force and effect for successive calendar years, except as terminated pursuant to this Section or Section X.

Any district may terminate its participation in the Cooperative, and the incurrence of further related obligations, effective midnight December 31 of any year by providing written notice of its intent to terminate to each Cooperative member no later than September 30 of the same year.

Should a district provide appropriate written notices:

- 1) Any other district may then terminate its participation in the Cooperative, and the incurrence of further related obligations, effective midnight December 31 of the same year by providing written notice of its intent to terminate to each of the remaining Cooperative members no later than October 15 of the same year.
- 2) The NWESD may terminate its participation in the Cooperative, and the incurrence of further related obligations, effective midnight December 31 of any year by providing written notice of its intent to terminate to each Cooperative member no later than November 1 of the same year.

Discontinuing participation in this Agreement does not relieve any district of any obligations paid or payable by the Cooperative for the departing district in excess of the district's contributions. If decided by a majority vote of a quorum of the Advisory Board, any departing district shall reimburse the Cooperative for any amounts paid by the Cooperative in excess of its contributions.

## **V. MEMBERSHIP IN THE COOPERATIVE, NEW MEMBERS, AND EFFECTIVE MEMBERSHIP DATE**

The District shall become a full member of the Cooperative and shall designate a representative to serve on the Advisory Board.

Any district who shall become a member of the Cooperative subsequent to December 31, 2009, shall only be eligible on a quarterly basis of any subsequent year, consistent with the Washington State Department of Employment Security billing cycle. In such cases, the Executive Committee shall recommend 1) which quarterly option is practical in order to provide appropriate notices, and 2) the District's assessment rate; which will be approved by the Advisory Board, as delineated in Section VI.2.

## **VI. DUTIES OF THE DISTRICT**

In accordance with this Agreement, the District will:

- 1) Meet as needed, through its designated representative to the Advisory Board, to take action related to Cooperative membership, assessment rates, Executive Committee membership, and other matters it deems appropriate.
- 2) Make timely payments to the Cooperative, care of the NWESD Trustee, based on the Annual Rate of Assessment. Said rate(s) to be established in accordance with the adopted By laws and approved by the Advisory Board.

Assessments shall be due and payable within twenty (20) calendar days of the District's normal monthly payroll processing date and will be considered delinquent on the 21<sup>st</sup> calendar day of the succeeding month. A penalty shall be assessed at the rate of one percent (1%) per month of the amount due on any delinquent payment(s).

- 3) Support cost containment through diligent use of the Cooperative identified and selected Third-Party Administrator (TPA) for control of unemployment compensation costs. Each District will secure this service separate and apart from the Cooperative; however, the charge for such service will be paid from the District's Cooperative Account.
- 4) Pay to the NWESD from its Cooperative Account a fee for management of the Cooperative Pool Account. Said fee to be reviewed annually by the Executive Committee.
- 5) Maintain responsibility for making required payments to the Employment Security Department in the event that funds are not available in its Cooperative Account.
- 6) Maintain responsibility for any fees required by the Employment Security Department as a consequence for untimely report filing.
- 7) Maintain responsibility for making any required report(s) to the Employment Security Department.
- 8) Be responsible for any obligations paid or payable by the Cooperative in excess of its Cooperative Account, should it elect to terminate membership pursuant to Sections IV and/or X.
- 9) Consider and meet all federal audit requirements related to any excess fund distribution.

## **VII. DUTIES OF THE NWESD**

In accordance with this Agreement, the NWESD shall perform the following functions and duties, within the constraints of funds made available by the District, as the Cooperative Account Trustee:

- 1) Receive all Cooperative Account payments from the District per Section VI.2.
- 2) Establish and maintain a Cooperative Pool Account with the Skagit County Treasurer, and deposit all payments in this Fund.
- 3) Invest funds on behalf of the Cooperative Account.
- 4) Assign the NWESD auditing officer, or designee, to sign all claim vouchers on behalf of the Cooperative.
- 5) Pay on behalf of the district(s) to the extent of each district's available Cooperative funds all Department of Employment Security unemployment claims for actual benefit liabilities paid. Such payment(s) shall be made when they have been properly approved and presented to NWESD by the District(s) and/or its agent.
  - A) In the event an individual district's Cooperative fund balance is not sufficient in any one month for payment of all the district's claims approved and presented to NWESD, the following shall apply:
    - i) The claims will be paid with available Cooperative funds .
    - ii) The district will be notified of its deficit balance and offered the opportunity to restore an acceptable balance
    - iii) The Executive Committee shall be notified so it may take whatever action that it deems necessary.
  - B) In the event an individual district's Cooperative fund balance is not sufficient in any one month for payment of all the district's claims approved and presented to NWESD and the Cooperative as a whole does not have funds available to pay the claims, the Executive Committee shall be notified and shall determine the means of assessment sufficient to pay all outstanding claims.
- 6) Pay from the Cooperative Account Fund all appropriate expenses including, but not limited to Washington State Auditor's Office (SAO) fees, Third Party Administrator (TPA) fees, and Actuary fees for services related to the Unemployment Pool Account.
- 7) Maintain adequate financial records in order to properly manage the Cooperative as well as provide financial reports to the Executive Committee and Advisory Board.
- 8) Be responsible for employment of any staff and the general administration of the Cooperative.

## **VIII. CONFIDENTIALITY/PUBLIC DISCLOSURE**

All data or information furnished to NWESD as Cooperative Account Trustee by the District pursuant to this Agreement shall remain the property of the District and shall not be disclosed to third parties except by written consent of the District. The only exceptions to this will be data or information 1) requested by the Washington State Department of Employment Security, 2) requested by the Washington State Auditor's Office within the constraints of the Public Disclosure Laws, and/or 3) ordered to be provided by a Court with jurisdiction.

No records of the District shall be made available for public inspection or copying by any party except as set forth in Section VII without written consent of the District. Requests pursuant to RCW

42.17 for inspection or copying of public records of the District held or maintained by NWESD as Trustee, shall be referred to the District.

#### **IX. DISPUTE RESOLUTION/VENUE STIPULATION**

Any dispute, claim or grievance arising out of or relating to the interpretation of application of this Agreement shall be submitted to the Executive Committee for its determination. Any Executive Committee decision may be appealed to the Advisory Board for final resolution by majority vote. Decisions of the Advisory Board shall be final and binding on all parties.

This Agreement has been made and delivered within the State of Washington, and it is mutually understood and agreed by each party hereto that it shall be governed by the laws of the State of Washington.

#### **X. TERMINATION FOR BREACH**

If the NWESD fails to comply with the terms and conditions of this Agreement, the Cooperative, by two-thirds (2/3) majority vote of the total Advisory Board, upon thirty (30) days prior written notice to NWESD, may terminate NWESD as the Administrator.

If the District fails to comply with the terms and conditions of this Agreement, the Advisory Board shall review the conditions of the breach of the Agreement and upon two-thirds (2/3) majority vote of the Executive Committee, upon thirty (30) days prior written notice to the District, may terminate this Agreement with the District. In this regard, all decisions of the Executive Committee are final.

#### **XI. DISSOLUTION OF COOPERATIVE**

The Cooperative may be dissolved as of midnight, December 31, of any year by a two-thirds (2/3) vote of the Advisory Board. Such action for dissolution shall occur no later than November 1 of such year.

#### **XII. DISTRIBUTION OF ASSETS UPON DISSOLUTION/TERMINATION**

Upon dissolution of the Cooperative or termination of the Agreement with the District hereto, the following provisions shall apply:

- 1) If, for any reason, the Cooperative is dissolved, each district shall be entitled to its share of the assets of the Cooperative Account on the date of dissolution. Pro-rata share shall be computed based upon its contributions to the Cooperative Pool Account less obligations paid on its behalf.
- 2) If a district's membership in the Cooperative is terminated, under Section IV or X, such district shall be entitled to its share of the assets of the Cooperative Account on the date of termination, less any outstanding obligations.
- 3) No distribution of funds to any district shall be made if assets of the Cooperative Account are less than its liabilities, including those to the Department of Employment Security.
- 4) No distribution of assets shall be made to any district owing the Cooperative funds until such amounts are paid in full and all outstanding obligations have been met.
- 5) Excess fund balances may be distributed to member districts pursuant to the definition and requirements and cautions establish in the By laws. Member districts are advised that adherence to federal audit requirements remains a district responsibility.

### **XIII. ASSIGNMENT**

This Agreement may not be assigned by either party without prior written consent of the parties.

### **XIV. WAIVER AND SEVERABILITY**

No provision of this Agreement, or the right to receive reasonable performance of any act called for by its terms, shall be deemed waived by a breach thereof as to a particular transaction or occurrence.

If any term or condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of the Agreement, which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of the Agreement are declared severable.

### **XV. NONDISCRIMINATION**

No person shall, on the grounds of race, creed, color, national origin, gender, marital status or the presence of any sensory, mental or physical handicaps, be excluded from participation in or be denied the benefit of, or otherwise be subjected to discrimination with regard to any activity pursuant to this Agreement.

### **XVI. SUSPENSION AND DISBARMENT ASSURANCES**

The parties to this Agreement certify, and each relies thereon in execution of this Agreement, that their entity nor its Principals are presently debarred, suspended, proposed for debarment, or declared ineligible, or voluntarily excluded for the award of contracts by any Federal governmental agency or department. "Principals" for the purposes of this certification, mean officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of subsidiary, division, or business segment; and similar positions). Further, each party agrees to provide the other(s) immediate written notice if, at any time during the term of this Agreement, including any renewals hereof, it learns that its certification was erroneous when made or has become erroneous by reason of changed circumstances. Each party's certification via the execution of this Agreement is a material representation of fact upon which each party has relied in entering into this Agreement. Should either party determine, at any time during this Agreement, including any renewals hereof, that this certification is false, or should it become false due to changed circumstances, it may terminate this Agreement in accordance with the terms and conditions therein.

### **XVII. AGREEMENT**

The parties acknowledge that they have read and understand this Agreement, including any supplements or attachments, and agree in every particular. The parties further agree that this Agreement, together with any appendices, constitutes the entire Agreement between the parties and supersedes all communications, written or oral, related to the subject matter of this Agreement. This Agreement may be modified only by a written resolution approved by a two-thirds (2/3) majority of the Advisory Board.

Further, the parties indicate they have the legal authority to obligate their respective entity to the terms and conditions contained herein.

Agreeing on behalf of:

Everett School District

Northwest Educational Service District 189

\_\_\_\_\_  
Dr. Gary Cohn  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Gerald W. Jenkins  
Superintendent

\_\_\_\_\_  
Date

*Attach copy of authorizing school board resolution number \_\_\_\_\_.*

**Northwest Educational Service District 189**  
**NWESD Unemployment Compensation Pool Cooperative**  
**Bylaws**

**I. NAME**

This organization shall be known as the Northwest Educational Service District 189 (hereinafter referred to as "NWESD") Unemployment Compensation Pool Cooperative (hereinafter referred to as "Cooperative").

**II. PURPOSE**

The purpose of this Cooperative shall be to provide member local school districts with a cost-effective means to comply with the unemployment compensation law.

**III. POWERS**

This Cooperative shall have the power to prepare and adopt, amend and repeal bylaws, rules and regulations, and general policy statements for its own organization, government and guidance, provided action taken with respect thereto is consistent with state law, the Washington Administrative Code, the Rules and Regulations of the State Board of Education, the Rules and Regulations of the State Superintendent of Public Instruction, and the Rules and Regulations of the Governing Board of NWESD.

The Cooperative shall have the power to call meetings of the Executive Committee, the Advisory Board, and other committees as are deemed essential to the accomplishment of its purposes. It shall fix the annual membership charge and any other assessment that may be required. It shall advise NWESD on the management of the Cooperative.

**IV. RATE-MAKING FORMULA**

The rate-making formula is the method of calculating the annual assessment for each member district and how those assessments will be paid. All rates must be affirmed by majority vote of the Advisory Board.

- A. Annual Assessment for Each District: The Executive Committee will review annually the participation by each member and determine if there should be an assessment against any individual member or all members. As a risk-sharing pool, variables used to consider the assessment will include, but are not restricted to: FTE staffing, past contributions, past claims and expenses paid, expected future claims, etc.
- B. How Assessment Will be Calculated: It is the intention of the Cooperative to have payments into the Cooperative executed on a basis similar to that of the State system. Accordingly, payments will be based on taxable wages set by the Executive Committee. (Taxable wages are that portion of each employee's wage against which a percentage assessment is made.)

Using the prior year's total employee Full Time Equivalent (FTE), an estimate will be made of the necessary taxable wage level and annual assessment for each district. The intent is to set both at an amount necessary to cause payment of the annual assessment. Each district will be advised of the rate and taxable wage required, with the amounts to be effective each January 1.

- C. Excess Contributions: The governing school board of any member district may decide to pay more into the Cooperative Pool than the amount required by A and B above.



- D Deficit District Balance: A member with a deficit balance who has not voluntarily restored its balance, may have an additional assessment imposed by the Executive Committee that is immediately payable based upon the Executive Committee's consideration of variables in effect at that time.
- E Deficit Pool Balance: In the highly unlikely event that member district(s) incur deficit balances that result in the entire Cooperative operating with a deficit balance, the Executive Committee shall take prompt action to determine a method for immediate assessment payable Based upon the Executive Committee's consideration of variables in effect at that time.
- F Excess Fund Balance: Any member district fund that exceeds three (3) times the Executive Committee established Pool ratio will be considered to be in excess balance status. Districts in such an excess balance status will be notified of their status and provided an opportunity to withdraw all or any portion of the excess funds once per fiscal year, during the month of January, upon the prior written request of the affected district(s).

Member districts are advised that adherence to federal audit requirements remains a district responsibility and are cautioned any excess fund balances withdrawn that are the result of assessments against federal programs/grants may carry specific requirements.

## V. MEMBERS

The membership of the Cooperative shall consist of the member school and educational service districts that execute a copy of this Agreement, including the required school board authorizing resolution.

Districts applying for membership after December 31, 2009, shall be offered membership only upon majority vote approval of member-district representatives at a advisory board meeting; provided, that the local school district applying for membership shall first have on file with NWESD their local school district's board resolution authorizing membership in the Cooperative.

## VI. GOVERNANCE AND MANAGEMENT

The powers of the Cooperative shall rest with the Advisory Board, consisting of one representative of each member district, each having an equal vote in all deliberations of the Cooperative.

Between meetings of the Advisory Board, the powers of the Cooperative shall be exercised by an eight-member Executive Committee, selected by the Advisory Board for staggered four-year terms, with consideration being given to district size and geography in selection. Representation on the Executive Committee shall be:

- ☞ Snohomish County -3
- ☞ Skagit County -2
- ☞ Whatcom, Island and San Juan Counties -1 each

Representatives elected to the Executive Committee will be considered district appointments, with each elected member district responsible for appointing its representative of choice. The actions of the Executive Committee shall be final, except for those specifically requiring Advisory Board ratification or action by the governing *Interlocal Agreement*. Any member district may request, via written request copied to all Cooperative members, for Advisory Board review of any Executive Committee action at the next meeting of the Advisory Board.

The Executive Committee shall annually elect a Chair from among its membership. The Chair of the Executive Committee shall assist in the preparation of meeting agenda and materials and will facilitate those meetings. If the Chair is unavailable another member of the Executive Committee may fulfill this role.

The NWESD Superintendent, or his/her designee, shall serve as Secretary for the Cooperative, Executive Committee, and Advisory Board.

Management of the Cooperative shall rest with NWESD and will conform to the policies, rules and regulations of the NWESD and its governing board.

## **VII. VACANCIES**

Vacancies which occur in the membership of the Advisory Board shall be filled by the affected member district.

Vacancies on the Executive Committee shall be filled by the member district from which the representative vacancy occurred for the unexpired portion of the term he/she is assuming.

## **VIII. MEETINGS**

The Executive Committee shall meet as required to conduct the Cooperative's business, except that there shall be at least one (1) meeting between September 1 and August 31. Meetings of the Executive Committee may be called by 1) its Chair, 2) the NWESD Superintendent, or designee, or 3) a majority of its members. A quorum of the Executive Committee shall require representatives from more than fifty (50%) of the members. Participation may occur via electronic medium/vehicle.

The Advisory Board shall meet as required to conduct the Cooperative's business, except that there shall be at least one (1) meeting of said Board between each September 1 and August 31. Additional meetings of the Advisory Board may be called by the NWESD Superintendent or Chair of the Executive Committee. A quorum of the Advisory Board shall require representatives from more than fifty (50%) of the member districts. Participation may occur via electronic medium/vehicle.

## **IX. OTHER COMMITTEES**

The Chair may appoint such ad hoc committees as are deemed necessary from time to time to advise the Executive Committee and/or Advisory Board.

## **X. FINANCIAL OBLIGATIONS**

Expenditures incurred in the operation of the Cooperative must be in accordance with its management plan and must be authorized by the governing board of NWESD.

## **XI. PARLIAMENTARY PROCEDURES**

All questions of parliamentary procedure shall be governed in accordance with Robert's Rules of Order (Revised).

## **XII. AMENDMENTS**

These bylaws may be amended at any meeting of the Advisory Board by a favorable two-thirds (2/3) vote of all members, provided that notice, in writing, has been sent to all designated member District representatives to the Cooperative not less than ten (10) days in advance of the meeting and absentee ballots are furnished. Electronic balloting may be used.

Adopted on May \_\_, 2010

Advisory Board  
Unemployment Compensation Pool Cooperative  
Northwest Educational Service District 189

# Board Agenda Request Form

Date of Board Meeting: 04/20/2010

2.1

## Subject

### Title:

Financial Reports as of February 28, 2010

### Recommendation:

The Administration recommends the Board of Director's acceptance of the monthly financial reports.

## Background

### Purpose/Summary:

Financial reports are provided for the Board's review. The reports include year-to-date information on revenues and expenditures, General Fund projections, a cash report and an investment summary.

### Previous Related Action:

## Additional Information

### Agenda Placement:

☐ Information

☐ Action

☒ Consent Agenda

☒ Attachment(s)

Presentation Time 5 Minute(s)

# of pages 22

Submitted By: Jeff Moore

Contact Person(s): Jeff Moore

Signature: 

## Approval

*Applicable Executive Director signature(s) should be obtained prior to submission to Superintendent's Office.*

☒ Approved

☐ Denied

☐ Revised (see attached)

By: 

Executive Director, Finance & Operations

By: \_\_\_\_\_

Executive Director, Facilities & Operations

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:



Everett School District No. 2  
P.O. Box 2098  
4730 Colby Avenue  
Everett, WA 98203



Department of Finance  
3715 Oakes Avenue, Room 305  
Everett, WA 98201  
PHONE (425) 385-4150  
FAX (425) 385-4172

---

**DATE:** April 14, 2010  
**TO:** Dr. Gary Cohn, Superintendent  
**FROM:** Jeff Moore, Executive Director, Finance & Operations  
**RE:** February 2010 Financial Report



General Fund Overview

Beginning Fund Balance September 2009	\$ 10,721,598
Projected Revenues	178,429,941
Projected Expenditures	179,913,406
Projected Ending Fund Balance August 2010	\$ 9,238,135

Projected Ending Fund Balance

- ♦ The projected ending fund balance is 5.1% of total expenditures. This balance is lower than the January projection by \$325,000 primarily due to the planned utilization of school carryover to support professional development and extended day programs.

Enrollment

- ♦ Enrollment is budgeted at 17,755 FTE. The projected actual annual average enrollment is 17,850.

Revenues

- ♦ There are no substantial changes in revenues for February.

Expenditures

- ♦ Increase in expenditures for the month of February, are primarily due to the payment of sick-leave buyback and the annual payment to the Employee Benefit Trust. There were also some increases in spending for district improvement, textbooks and school carryover from 08-09.



# FINANCIAL REPORTS

AS OF FEBRUARY 28, 2010



## Everett Public Schools

SUBMITTED BY:

JEFFREY D. MOORE  
EXECUTIVE DIRECTOR,  
FINANCE & OPERATIONS

AND

THE DEPARTMENT OF FINANCE

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# Everett Public Schools

## GENERAL FUND BUDGET STATUS

FY 2009-2010  
REPORT DATE 02/28/10

### REVENUES/OTHER FINANCING SOURCES

1000 LOCAL TAXES  
2000 LOCAL NONTAX  
3000 STATE, GENERAL PURPOSE  
4000 STATE, SPECIAL PURPOSE  
5000 FEDERAL, GENERAL PURPOSE  
6000 FEDERAL, SPECIAL PURPOSE  
7000 REVENUES FR OTH SCH DIST  
8000 REVENUES FR OTH AGENCIES  
9000 OTHER FINANCING SOURCES

### A. TOTAL REVENUES/OTHER FINANCING SOURCES

### EXPENDITURES

00 REGULAR INSTRUCTION  
20 HANDICAPPED INSTRUCTION  
30 VOCATIONAL INSTRUCTION  
50&60 COMPENSATORY EDUCATION  
70 OTHER INSTRUCTIONAL PROGRAMS  
80 COMMUNITY SERVICES  
90 SUPPORT SERVICES

### B. TOTAL EXPENDITURES

### C. OPERATING TRANSFERS OUT TO TVF & DSF & CPF

### D. EXCESS REVENUE/OTHER FINANCING SOURCES OVER(UNDER) EXP & OTHER FIN USES

### E. TOTAL BEGINNING FUND BALANCE

### F. TOTAL ENDING FUND BALANCE

G. ENDING FUND BALANCE ACCOUNTS  
GL 810 RESERVED FOR OTHER ITEMS  
GL 840 RESERVED FOR INVENTORY  
GL 850 RESERVED FOR UNINS. RISKS  
GL 870 UNRES. DESIG. OTHER ITEMS  
GL 875 UNRES. DESIG. CONTINGENCIES  
GL 890 UNRESERVED UNDESIGNATED

### TOTAL

ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCE	BALANCE	PERCENT TO DATE
\$35,610,000	\$353,737	\$16,700,864		\$18,909,136	46.90%
11,110,777	466,559	3,056,273		8,054,504	27.51%
95,593,712	8,711,491	48,866,530		46,727,182	51.12%
22,145,588	1,857,927	11,144,095		11,001,493	50.32%
165,000	126	140,068		24,932	84.89%
18,718,189	1,649,977	7,304,333		11,413,856	39.02%
0	0	0		0	0.00%
0	0	0		0	0.00%
698,125	0	711,299		(13,174)	0.00%
<b>\$184,041,391</b>	<b>\$13,039,819</b>	<b>\$87,923,464</b>		<b>\$96,117,927</b>	<b>47.77%</b>
\$111,614,684	\$8,997,201	\$53,320,484	\$1,612,650	\$56,681,550	49.22%
20,852,964	1,841,810	10,626,863	592,700	9,633,401	53.80%
4,334,627	323,410	1,958,706	26,410	2,349,510	45.80%
9,577,367	726,202	4,572,002	305,811	4,699,553	50.93%
2,754,815	215,775	1,166,326	70,229	1,518,260	44.89%
235,345	30,887	195,735	293	59,317	76.77%
34,790,030	2,953,176	17,061,500	2,231,988	15,496,542	55.46%
<b>\$184,179,832</b>	<b>\$15,088,462</b>	<b>\$88,901,617</b>	<b>\$4,840,082</b>	<b>\$90,438,133</b>	<b>50.90%</b>



**Everett Public Schools**

**GENERAL FUND EXPENDITURES BY  
PROGRAM SUMMARY**

**FY 2009-2010  
REPORT DATE 02/28/10**

PROG.	TITLE	BUDGET	CURRENT	YEAR-TO-DATE	ENCUMBRANCE	BALANCE	PERCENT TO DATE
01	BASIC EDUCATION	\$106,083,226	\$8,667,714	\$51,303,180	\$1,107,206	\$53,672,841	49.40%
11	DISADVNTG ARRA	1,102,264	53,078	401,602	499,376	201,285	0.00%
13	FED STIMULUS ST	2,242,857	136,151	826,001	0	1,416,856	0.00%
14	FED STIM SPEC EDUC	2,026,004	128,223	748,381	0	1,277,623	0.00%
18	HOMELESS ARRA	28,791	0	0	0	28,791	0.00%
19	FED STIM OTHER	131,542	12,035	41,320	6,068	84,154	0.00%
21	HANDICAPPED	17,234,692	1,545,014	8,815,573	298,146	8,120,973	52.88%
24	HANDICAPPED, SUPPLEMENTAL	3,618,272	296,796	1,811,290	294,554	1,512,428	58.20%
31	CAREER & TECH	4,199,748	317,242	1,924,741	14,112	2,260,895	46.17%
38	VOCATIONAL, FEDERAL	134,879	6,168	33,965	12,299	88,615	34.30%
51	DISADVANTAGED	3,489,418	277,234	1,427,912	239,689	1,821,817	47.79%
52	SCHOOL IMPROVEMENT	1,164,087	88,518	520,769	14,342	628,976	45.97%
55	LEARNING ASSISTANCE (LAP)	1,745,413	134,872	749,500	2,386	993,526	43.08%
56	STATE INSTITUTIONS	595,429	44,477	270,359	1,965	323,105	45.74%
58	SPECIAL & PILOT PROGRAMS	634,614	10,330	672,056	1,658	(39,100)	106.16%
64	LIMITED ENGLISH	353,433	36,770	162,851	4,215	186,367	47.27%
65	TRANSITIONAL BILINGUAL	1,445,668	121,094	691,348	40,016	714,304	50.59%
66	STUDENT ACHIEVEMENT	0	0	(6)	336	(330)	0.00%
69	ROTC PROGRAM	149,305	12,907	77,212	1,204	70,889	52.52%
73	SUMMER SCHOOL	160,000	0	494	1,054	158,452	0.97%
74	HIGHLY CAPABLE	213,574	27,387	83,989	17,927	111,658	47.72%
75	MATH/SCIENCE PROF DEV	279,581	16,579	148,770	0	130,811	0.00%
79	OTHER INSTRUCTIONAL	2,101,660	171,809	933,073	51,247	1,117,340	46.84%
89	OTHER COMMUNITY SERVICES	255,345	30,887	195,735	293	59,317	76.77%
97	SUPPORT SERVICES	22,450,502	1,768,691	11,046,068	1,161,835	10,242,599	54.38%
98	FOOD SERVICES	5,490,002	509,033	2,813,131	1,060,336	1,616,535	70.55%
99	PUPIL TRANSPORTATION	6,849,526	675,452	3,202,301	9,817	3,637,408	46.90%
*****	REPORT TOTALS	\$184,179,832	\$15,088,462	\$88,901,617	\$4,840,082	\$90,438,133	50.90%



Everett Public Schools

# GENERAL FUND EXPENDITURES BY OBJECT SUMMARY

FY 2009-2010  
REPORT DATE 02/28/10

OBJECT	TITLE	BUDGET	CURRENT	YEAR-TO-DATE	ENCUMBRANCE	BALANCE	PERCENT TO DATE
000	DEBIT TRANSFERS	\$572,925	\$41,897	\$222,177	\$0	\$350,748	38.78%
100	CREDIT TRANSFERS	(572,925)	(41,897)	(222,177)	0	(350,748)	38.78%
200	CERTIFICATED SALARIES	92,973,665	7,639,842	45,607,157	0	47,366,508	49.05%
300	CLASSIFIED SALARIES	26,029,700	2,175,311	12,994,291	0	13,035,409	49.92%
400	EMPLOYEE BENEFITS	36,599,433	3,125,060	17,657,091	0	18,942,342	48.24%
500	SUPPLIES & INSTR RESOURCES	8,119,005	685,082	3,716,303	2,263,385	2,139,317	73.65%
700	CONTRACTUAL SERVICES	19,876,941	1,436,238	8,722,053	2,559,347	8,595,541	56.76%
800	TRAVEL	171,112	10,761	58,758	906	111,448	34.87%
900	CAPITAL OUTLAY	409,976	16,169	145,965	16,444	247,568	39.61%
*****	REPORT TOTALS	\$184,179,832	\$15,088,462	\$88,901,617	\$4,840,082	\$90,438,133	50.90%



Everett Public Schools

FY 2009-2010  
REPORT DATE 02/28/10

**CAPITAL PROJECTS FUND BUDGET STATUS**

<u>REVENUES/OTHER FINANCING SOURCES</u>		<u>ANNUAL BUDGET</u>		<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCE</u>	<u>BALANCE</u>	<u>PERCENT TO DATE</u>
1000	LOCAL TAXES	\$0		\$0	\$0		\$0	0.00%
2000	LOCAL NONTAX	1,000,527		35,737	434,740		565,787	43.45%
4000	STATE, SPECIAL PURPOSE	1,457,277		13,028	1,107,947		349,330	76.03%
8000	REVENUES FR OTH AGENCIES	0		0	0		0	0.00%
9000	OTHER FINANCING SOURCES	13,160,000		0	49,305,165		(36,145,165)	374.66%
<b>A. TOTAL REVENUES/OTHER SOURCES</b>		<b>\$15,617,804</b>		<b>\$48,765</b>	<b>\$50,847,852</b>		<b>(\$35,230,048)</b>	<b>325.58%</b>
<u>EXPENDITURES</u>								
00	TO BE DISTRIBUTED	\$0		\$104,680	\$659,509	\$30,299	(\$689,808)	0.00%
10	SITES	88,439		88	149,275	209,340	(270,176)	405.49%
20	BUILDINGS	43,745,448		1,150,341	5,465,809	18,015,059	20,264,580	53.68%
30	EQUIPMENT	4,686,628		179,797	737,236	261,837	3,667,556	21.74%
50	SALES & LEASE EXPENDITURE	23,000		0	22,515	22,306	(21,821)	194.87%
60	BOND ISSUANCE EXPENDITURE	0		0	97,100	0	(97,100)	0.00%
90	DEBT	175,000		0	0	0	175,000	0.00%
<b>B. TOTAL EXPENDITURES</b>		<b>\$48,718,515</b>		<b>\$1,434,905</b>	<b>\$7,151,444</b>	<b>\$18,538,840</b>	<b>\$23,028,231</b>	<b>52.73%</b>
<b>C. OTHER FINANCING USES</b>		698,125		0	0			
<b>D. EXCESS REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP &amp; OTH FIN USES</b>		(33,798,836)		(1,386,140)	43,696,407			
<b>E. TOTAL BEGINNING FUND BALANCE</b>		65,108,291			73,711,093			
<b>H. TOTAL ENDING FUND BALANCE</b>		31,309,455			<b>\$117,407,501</b>			
<b>I. ENDING FUND BALANCE ACCOUNTS</b>								
GL810	RESERVED FOR OTHER ITEMS	0			0			
GL835	RESERVED FOR ARBITRAGE REBATE	0			207,346			
GL861	RESERVED FOR BOND PROCEEDS	7,420,489			45,947,394			
GL863	RESERVE FOR STATE PROCEEDS	7,456,648			14,857,799			
GL865	RESERVE OF OTHER PROCEEDS	126,884			218,911			
GL870	UNRESERVED DESIGNATED FOR OTHER ITEMS	257,021			251,551			
GL890	UNRESERVED UNDESIGNATED	16,048,413			55,924,500			
<b>TOTAL</b>		31,309,455			117,407,501			



Everett Public Schools

**DEBT SERVICE FUND BUDGET STATUS**

**FY 2009-2010**  
**REPORT DATE 02/28/10**

<u>REVENUES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>BALANCE</u>	<u>PERCENT TO DATE</u>
1000 LOCAL TAXES	\$36,212,600	\$356,556	\$17,252,675	\$18,959,925	47.64%
2000 LOCAL NONTAX	500,000	642	21,334	478,666	4.27%
9000 OTHER FINANCING SOURCES	0	0	156,785	(156,785)	0.00%
<b>A. TOTAL REVENUES</b>	<b>\$36,712,600</b>	<b>\$357,198</b>	<b>\$17,430,794</b>	<b>\$19,281,806</b>	<b>47.48%</b>
<u>EXPENDITURES</u>					
MATURED BOND EXPENDITURES	\$23,890,000	\$0	\$18,755,000	\$5,135,000	78.51%
INTEREST ON BONDS	13,633,798	0	5,919,062	7,714,736	43.41%
BOND TRANSFER FEES	100,000	0	4,523	95,477	4.52%
BOND ISSUANCE FEES	100,000	0	0	100,000	0.00%
<b>B. TOTAL EXPENDITURES</b>	<b>\$37,723,798</b>	<b>\$0</b>	<b>\$24,678,585</b>	<b>\$13,045,213</b>	<b>65.42%</b>
<b>C. OPERATING TRANSFERS</b>					
OTHER FINANCING USES	0	0	0		
TRANSFERS OUT TO TVF & GF & CPF	0	0	0		
<b>D. EXCESS REVENUES/OTH FIN SOURCES OVER(UNDER) EXPENDITURES/OTH FIN USES</b>	<b>(1,011,198)</b>	<b>357,198</b>	<b>(7,247,791)</b>		
<b>E. TOTAL BEGINNING FUND BALANCE</b>	<b>11,717,198</b>		<b>11,710,893</b>		
<b>F. TOTAL ENDING FUND BALANCE</b>	<b>10,706,000</b>		<b>\$4,463,103</b>		



Everett Public Schools

FY 2009-2010  
REPORT DATE 02/28/10

ASB FUND BUDGET STATUS

		ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCE	BALANCE	PERCENT TO DATE
<u>REVENUES</u>							
100	GENERAL STUDENT BODY	\$1,244,835	\$70,788	\$768,032		\$476,803	61.70%
200	ATHLETICS	538,180	49,427	283,971		254,209	52.76%
300	CLASSES	154,450	7,600	24,672		129,778	15.97%
400	CLUBS	1,060,087	64,029	233,921		826,166	22.07%
600	PRIVATE MONEYS	97,200	8,711	61,198		36,002	62.96%
A. TOTAL REVENUES		\$3,094,752	\$200,556	\$1,371,793		\$1,722,959	44.33%
<u>EXPENDITURES</u>							
100	GENERAL STUDENT BODY	\$1,270,987	\$33,746	\$354,209	\$211,136	\$705,642	44.48%
200	ATHLETICS	713,845	51,615	291,812	101,021	321,012	55.03%
300	CLASSES	142,450	915	14,975	19,873	107,602	24.46%
400	CLUBS	1,134,001	32,278	247,833	148,016	738,151	34.91%
600	PRIVATE MONEYS	100,295	5,111	38,493	1,200	60,602	39.58%
B. TOTAL EXPENDITURES		\$3,361,578	\$123,666	\$947,322	\$481,246	\$1,933,010	42.50%
C. EXCESS REVENUES OVER(UNDER) EXPENDITURES		(266,826)	76,890	424,471			
D. TOTAL BEGINNING FUND BALANCE		1,234,907		1,739,159			
F. TOTAL ENDING FUND BALANCE		968,081		\$2,163,630			



Everett Public Schools

TRANSPORTATION VEHICLE FUND  
BUDGET STATUS

FY 2009-2010  
REPORT DATE 02/28/10

REVENUES/OTHER FINANCING SOURCES

2000 LOCAL NONTAX  
4000 STATE, SPECIAL PURPOSE

A. TOTAL REV/OTHER FINANCING SOURCES

EXPENDITURES

PROGRAM 92 DEBT SERVICE  
PROGRAM 99 PUPIL TRANSPORTATION  
CONTRACT SERVICES  
ACT 57 CASH PURCH/REBUILD BUSES

D. TOTAL EXPENDITURES

F. EXCESS REVENUES/OTHER FINANCING SOURCES  
OVER (UNDER) EXP & OTH FIN USES

G. TOTAL BEGINNING FUND BALANCE

I. TOTAL ENDING FUND BALANCE

ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	BALANCE	PERCENT TO DATE
\$5,000	\$31	\$616	\$4,384	12.33%
101,337	0	74,759	26,578	73.77%
\$106,337	\$31	\$75,375	\$30,962	70.88%
\$400,000	\$0	\$224,356	\$175,644	56.09%
\$400,000	\$0	\$224,356	\$175,644	56.09%
(293,663)	31	(148,981)		
366,700		305,795		
73,037		\$156,813		



**Everett Public Schools**

**TRUST & AGENCY FUND  
SUMMARY OF REVENUES  
AND EXPENDITURES/EXPENSES**

**FY 2009-2010  
REPORT DATE 02/28/10**

<b><u>REVENUES</u></b>	<b><u>ACTUAL FOR MONTH</u></b>	<b><u>ACTUAL FOR YEAR</u></b>
DONATIONS		
INTEREST EARNINGS	(\$1,631) 19	\$23,499 138
TOTAL REVENUES	(\$1,613)	\$23,637
<b><u>EXPENDITURES/EXPENSES</u></b>		
SCHOLARSHIPS	\$0	\$300
SERVICES/SUPPLIES	936	3,845
TOTAL EXPENDITURES/EXPENSES	\$936	\$4,145
REVENUES OVER (UNDER) EXPENDITURES/EXPENSES	(2,549)	19,492
TOTAL BEGINNING FUND BALANCE		73,117
TOTAL ENDING FUND BALANCE		<b>\$92,609</b>





## GENERAL FUND PROJECTIONS AS OF FEBRUARY 28, 2010

BEGINNING FUND BALANCE

\$10,721,598

PROJECTED REVENUES

178,429,941

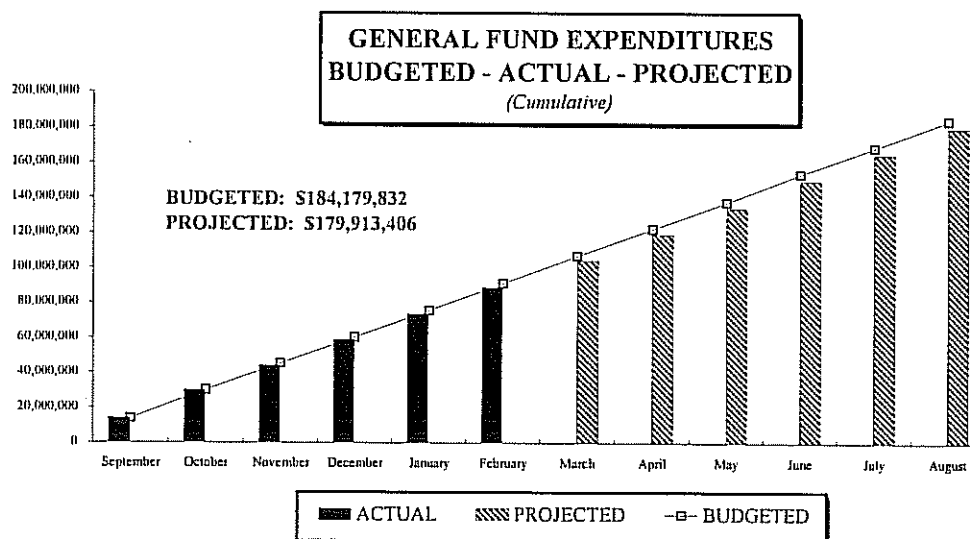
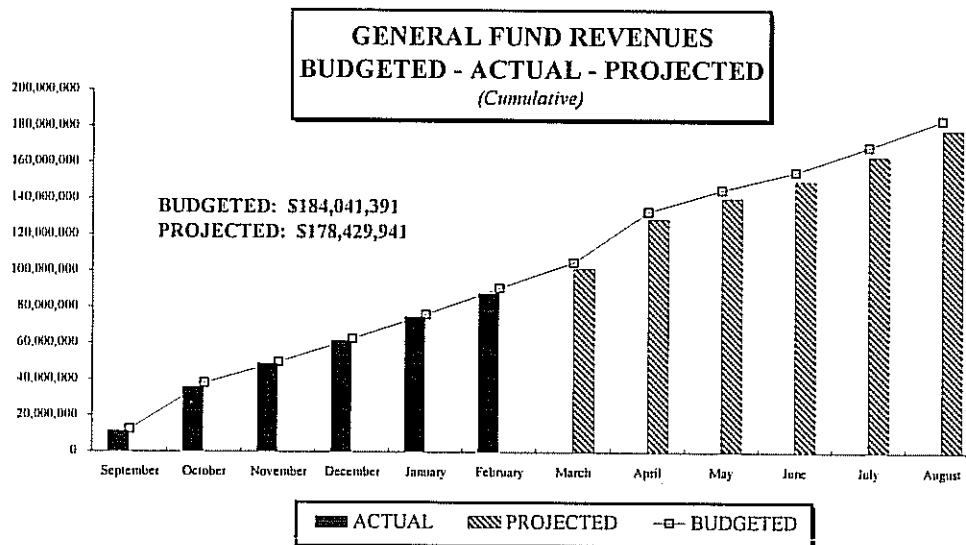
PROJECTED EXPENDITURES

(179,913,406)

PROJECTED ENDING FUND BALANCE

\$9,238,133 \*

\*INCLUDES ESTIMATED RESERVES OF \$1,887,000 AND  
BUILDING AND CATEGORICAL CARRYOVERS OF \$1,075,000.

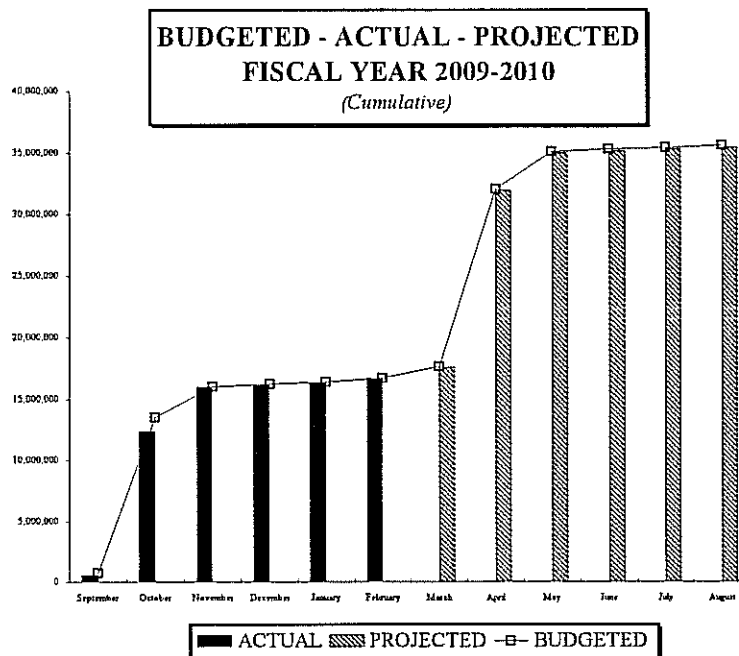




# **GENERAL FUND LOCAL TAX REVENUES**

Month	2008-2009	2009-2010 Actual	2009-2010 Projected
September	616,605	560,950	
October	11,921,246	11,866,316	
November	2,408,077	3,591,658	
December	184,817	183,342	
January	136,800	144,859	
February	309,639	353,737	
March	898,867		891,883
April	13,620,775		14,363,795
May	2,596,331		3,039,019
June	128,117		156,991
July	143,236		110,428
August	262,602		184,919
<b>Total</b>	<b>33,227,109</b>	<b>16,700,863</b>	
*****	*****	*****	
Budget	33,640,245	35,610,000	
% Actual vs. Budget	98.8%	46.9%	
*****	*****	*****	
Rate @ \$1000 AV:	<u>2009</u>	<u>2010 Estimated</u>	
M&O Excess Levy	2.010	2.330	
Debt Service Levy	2.120	2.320	
Technology Levy			
<b>Total Levy</b>	<b>4.130</b>	<b>4.650</b>	

Projected for the Year      35,447,898  
% Projected vs. Budget      99.5%

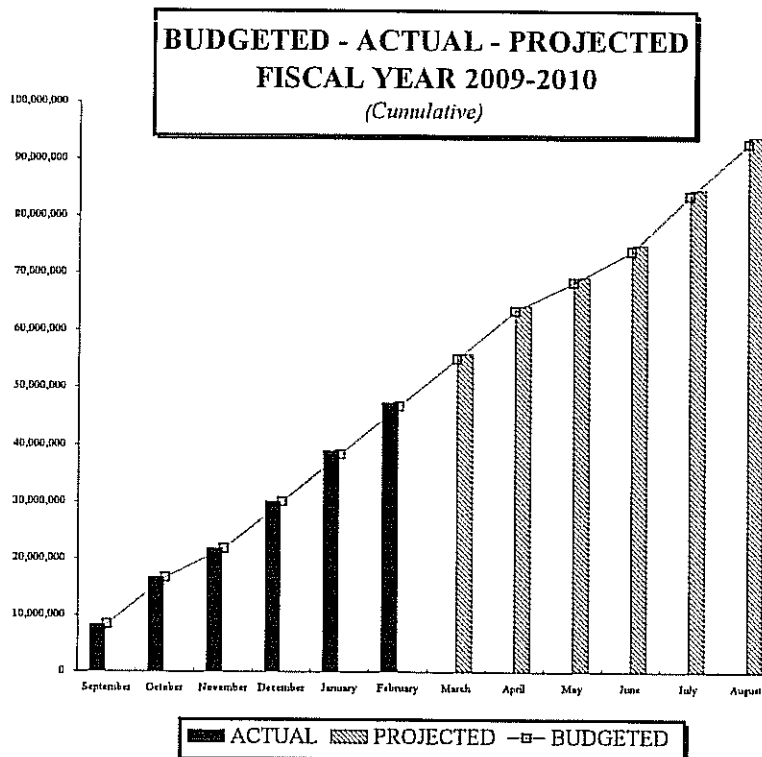




**GENERAL FUND  
STATE GENERAL PURPOSE REVENUE  
APPORTIONMENT AND  
LOCAL EFFORT ASSISTANCE**

Month	2008-2009	2009-2010 Actual	2009-2010 Projected
September	8,358,843	8,374,617	
October	8,368,618	8,374,617	
November	5,129,360	5,117,822	
December	8,361,029	8,374,617	
January	8,671,877	8,787,156	
February	8,448,390	8,466,230	
March	8,548,527		8,423,137
April	8,480,998		8,403,038
May	5,132,514		5,068,569
June	5,624,485		5,634,786
July	11,092,742		9,761,274
August	9,434,117		9,362,242
<b>Total</b>	<b>95,651,500</b>	<b>47,495,060</b>	
*****			
Budget	92,761,137	92,899,302	
% Actual vs. Budget	103.1%	51.1%	

**Projected for the Year      94,148,106**  
**% Projected vs Budget      101.3%**

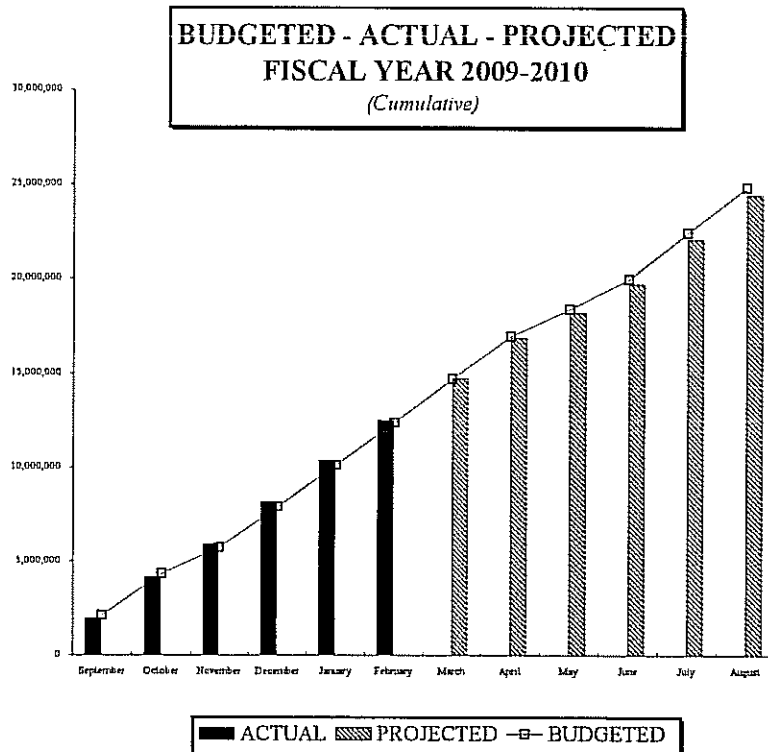




## GENERAL FUND STATE SPECIAL PURPOSE REVENUE

Month	2008-2009	2009-2010 Actual	2009-2010 Projected
September	2,761,095	1,995,974	
October	3,056,691	2,162,157	
November	1,761,337	1,771,775	
December	2,958,984	2,263,131	
January	2,931,167	2,219,340	
February	3,006,164	2,103,188	
March	3,191,485		2,219,274
April	2,950,642		2,167,967
May	1,846,217		1,336,905
June	2,116,144		1,494,404
July	2,506,313		2,351,455
August	2,692,400		2,346,811
Total	31,778,638	12,515,566	
*****			
Budget	33,994,025	24,839,998	
% Actual vs. Budget	93.5%	50.4%	

**Projected for the Year**                      **24,432,381**  
**% Projected vs Budget**                      **98.4%**

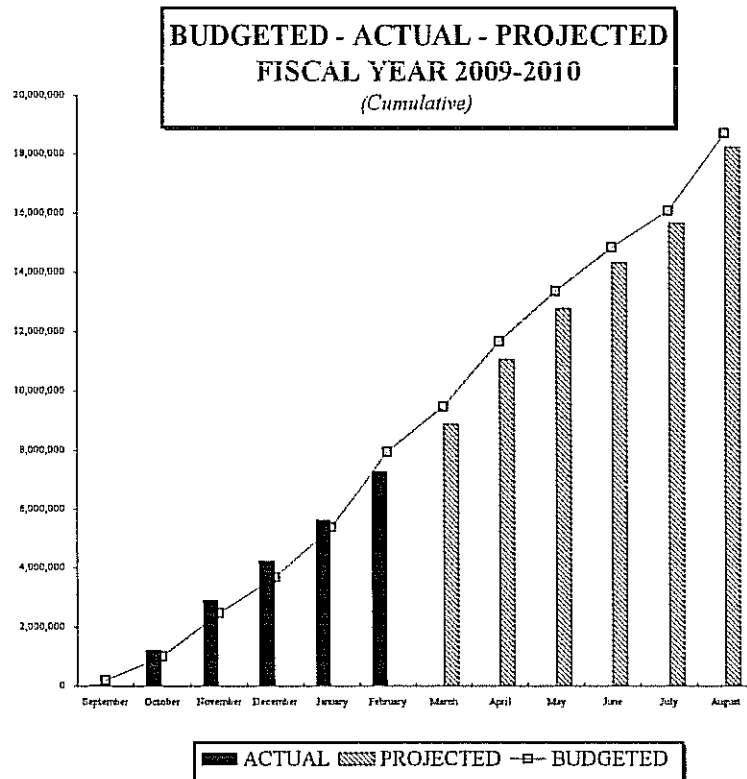




# GENERAL FUND FEDERAL SPECIAL PURPOSE REVENUE

Month	2008-2009	2009-2010 Actual	2009-2010 Projected
September	0	61,396	
October	905,010	1,174,724	
November	1,312,366	1,674,223	
December	1,133,607	1,346,860	
January	1,127,684	1,397,151	
February	1,157,539	1,649,977	
March	1,184,960		1,594,752
April	1,443,753		2,178,779
May	1,484,369		1,721,789
June	1,256,395		1,522,475
July	1,093,693		1,330,085
August	1,702,742		2,600,990
Total	13,802,118	7,304,332	
*****			
Budget	13,564,111	18,718,189	
% Actual vs. Budget	101.8%	39.0%	

**Projected for the Year 18,253,203**  
**% Projected vs Budget 97.5%**

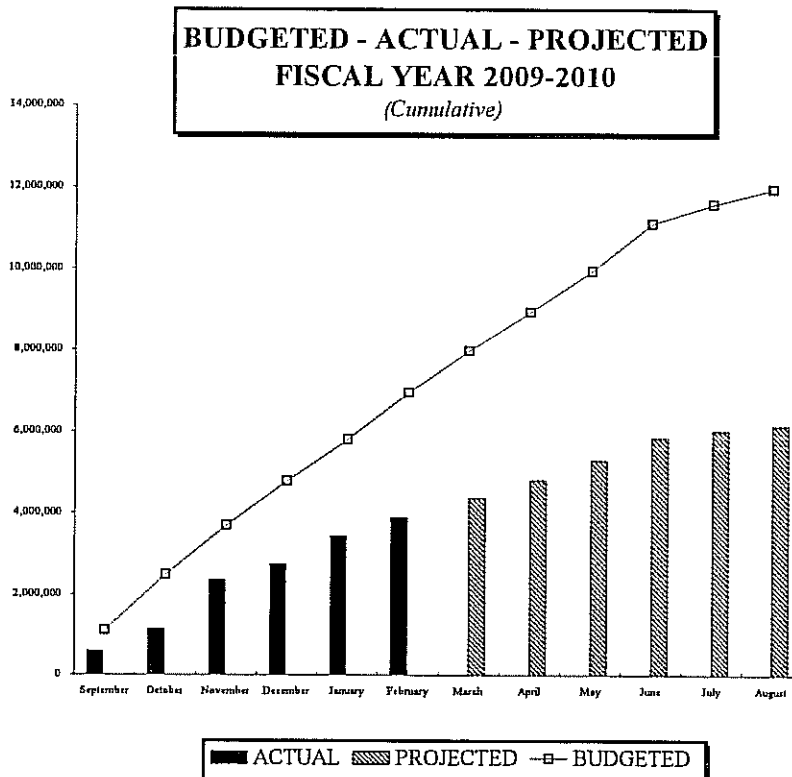




# **GENERAL FUND MISCELLANEOUS REVENUE**

Month	2008-2009	2009-2010 Actual	2009-2010 Projected
September	615,770	596,549	
October	1,373,947	554,314	
November	482,448	1,218,047	
December	539,344	390,329	
January	593,393	681,717	
February	480,886	466,686	
March	536,311		480,865
April	461,920		440,508
May	470,435		465,703
June	469,552		562,314
July	134,793		174,287
August	118,825		117,035
Total	6,277,624	3,907,642	
*****			
Budget	12,853,929	11,973,902	
% Actual vs. Budget	48.8%	32.6%	

**Projected for the Year**                      **6,148,354**  
**% Projected vs Budget**                      **51.3%**

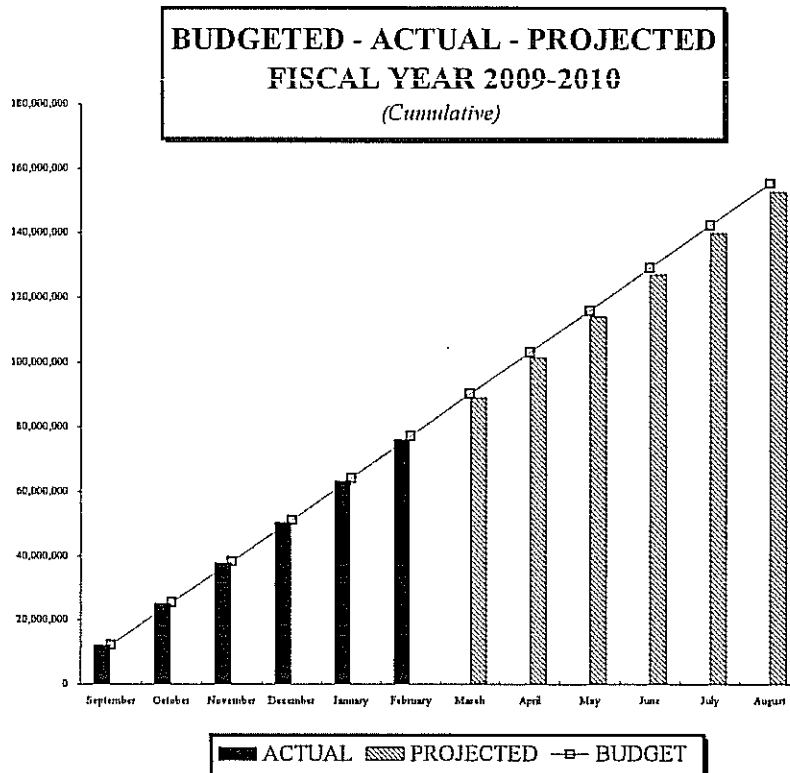




## GENERAL FUND SALARY & BENEFIT EXPENDITURES

Month	2008-2009	2009-2010 Actual	2009-2010 Projected
September	12,305,119	12,178,643	
October	13,241,221	13,020,995	
November	13,001,286	12,802,999	
December	12,960,258	12,629,603	
January	13,384,644	12,686,087	
February	13,011,223	12,940,212	
March	12,784,296		12,747,671
April	12,708,478		12,457,111
May	12,804,818		12,661,893
June	13,136,779		13,055,830
July	12,946,390		12,846,923
August	12,642,292		12,898,140
<b>Total</b>	<b>154,926,802</b>	<b>76,258,539</b>	
*****			
Budget	160,613,821	155,547,705	
% Actual vs. Budget	96.5%	49.0%	

Projected for the Year      **152,926,107**  
 % Projected vs Budget      **98.3%**

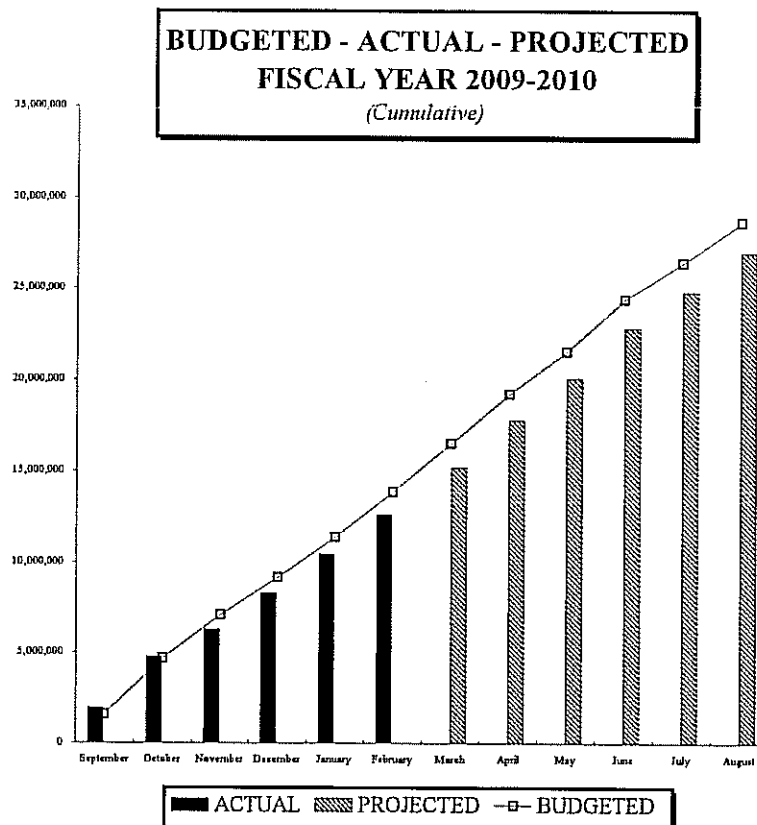




# **GENERAL FUND EXPENDITURES OTHER THAN COMPENSATION**

Month	2008-2009	2009-2010 Actual	2009-2010 Projected
September	2,045,177	1,987,248	
October	3,033,918	2,830,047	
November	2,423,444	1,500,394	
December	1,941,183	2,023,336	
January	2,208,388	2,153,805	
February	2,111,475	2,148,249	
March	1,609,853		2,576,212
April	3,072,850		2,580,428
May	2,256,827		2,280,888
June	2,166,633		2,760,302
July	1,851,390		1,971,857
August	1,276,387		2,174,535
Total	25,997,525	12,643,078	
*****			
Budget	27,847,395	28,632,127	
% Actual vs. Budget	93.4%	44.2%	

**Projected for the Year      26,987,298**  
**% Projected vs Budget      94.3%**







# CASH REPORT

(RECONCILED TO THE COUNTY TREASURER)

FOR THE MONTH OF  
FEBRUARY 2010

## GENERAL FUND

Beginning Balances:		
Imprest Accounts	\$88,405.00	
Cash on Deposit	3,001,368.07	
Warrants Outstanding	(2,986,920.19)	
Investments	<u>11,605,872.27</u>	
Net Cash Plus Investments		\$11,708,725.15
Revenues and Reimbursements Received		12,992,159.86
Disbursements		(15,187,958.97)
Ending Balances:		
Imprest Accounts	\$88,405.00	
Cash on Deposit	2,993,119.36	
Warrants Outstanding	(2,901,606.32)	
Investments	<u>9,333,008.00</u>	
Net Cash Plus Investments		\$9,512,926.04

## CAPITAL PROJECTS FUND

Beginning Balances:		
Imprest Accounts	\$1,000.00	
Cash on Deposit	517,922.33	
Warrants Outstanding	(386,381.54)	
Investments	<u>117,676,153.78</u>	
Net Cash Plus Investments		\$117,808,694.57
Revenues and Reimbursements Received		48,764.97
Disbursements		(1,434,898.03)
Ending Balances:		
Imprest Accounts	\$1,000.00	
Cash on Deposit	439,053.38	
Warrants Outstanding	(437,034.88)	
Investments	<u>116,419,543.01</u>	
Net Cash Plus Investments		\$116,422,561.51

## DEBT SERVICE FUND

Beginning Balances:		
Cash on Deposit	\$13,403.86	
Investments	<u>4,092,500.45</u>	
Net Cash Plus Investments		\$4,105,904.31
Revenues and Reimbursements Received		357,198.35
Disbursements		0.00
Ending Balances:		
Cash on Deposit	\$89,782.62	
Investments	<u>4,373,320.04</u>	
Net Cash Plus Investments		\$4,463,102.66



# CASH REPORT

(RECONCILED TO THE COUNTY TREASURER)

FOR THE MONTH OF  
FEBRUARY 2010

## ASB FUND

Beginning Balances:		
Imprest Accounts	\$21,500.00	
Cash on Deposit	92,368.19	
Warrants Outstanding	(92,223.66)	
Investments	<u>2,066,622.25</u>	
Net Cash Plus Investments		\$2,088,266.78
Revenues and Reimbursements Received		200,939.54
Disbursements		(123,478.29)
Ending Balances:		
Imprest Accounts	\$21,500.00	
Cash on Deposit	59,050.21	
Warrants Outstanding	(58,866.75)	
Investments	<u>2,144,044.57</u>	
Net Cash Plus Investments		\$2,165,728.03

## TRANSPORTATION VEHICLE FUND

Beginning Balances:		
Cash on Deposit	\$76.22	
Warrants Outstanding	0.00	
Investments	<u>156,706.08</u>	
Net Cash Plus Investments		\$156,782.30
Revenues and Reimbursements Received		31.09
Disbursements		0.00
Ending Balances:		
Cash on Deposit	\$76.22	
Warrants Outstanding	0.00	
Investments	<u>156,737.17</u>	
Net Cash Plus Investments		\$156,813.39

## TRUST & AGENCY FUND

Beginning Balances:		
Imprest Accounts	\$800.00	
Cash on Deposit	104.07	
Warrants Outstanding	(5.25)	
Investments	<u>94,258.63</u>	
Net Cash Plus Investments		\$95,157.45
Revenues and Reimbursements Received		556.60
Disbursements		(3,105.70)
Ending Balances:		
Imprest Accounts	\$800.00	
Cash on Deposit	62.42	
Warrants Outstanding	(6.30)	
Investments	<u>91,752.23</u>	
Net Cash Plus Investments		\$92,608.35



## Everett Public Schools

### SUMMARY OF INVESTMENTS FEBRUARY 28, 2010

	State Treasurer's Pool	Other Securities	Total
General Fund	\$9,333,008.00		\$9,333,008.00
Capital Projects Fund	111,419,543.01	\$5,000,000.00	116,419,543.01
Debt Service Fund	4,373,320.04		4,373,320.04
ASB Fund	2,144,044.57		2,144,044.57
Transportation Vehicle Fund	156,737.17		156,737.17
Trust & Agency Fund	91,752.23		91,752.23
 Totals	 \$127,518,405.02 (1)	 \$5,000,000.00 (2)	 \$132,518,405.02

(1) State Pool Rate for the Month = 0.2830%

(2) Detail of Other Securities

#### Capital Projects Fund

06/04/10	5mm Cascade Bank CD	1.3400%	\$5,000,000.00
Total			\$5,000,000.00

Average Yield on Other Securities = 1.3400%



# Board Agenda Request Form

Date of Board Meeting: April 20, 2010

6. b.

## Subject

### Title:

**Affirmative Action Annual Update – 2010**  
**Employee Recruitment and Retention**

### Recommendation:

## Background

### Purpose/Summary:

The Administration will provide a report to the Board regarding ongoing efforts to recruit and retain certificated and classified staff with continued emphasis on expanding diversity. Also, the annual report to the Board on progress toward affirmative action goals per WAC 392-200 will follow.

### Previous Related Action:

The District's affirmative action plan was submitted to OSPI July 2008 and will be revised in 2013.

## Additional Information

### Agenda Placement:

☒ Information

☐ Action

☐ Consent Agenda

☒ Attachment(s)

# of pages 26

Submitted By: Lynn Evans

Contact Person(s): Lynn Evans

Signature: 

4-14-10

## Approval

*Applicable Associate Superintendent signature(s) should be obtained prior to submission to Superintendent's Office.*

☐ Approved

☐ Denied

☐ Revised (see attached)

By: \_\_\_\_\_

Associate Superintendent, Chief Academic Officer

By: \_\_\_\_\_

Associate Superintendent, Chief Instructional Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:





Everett Public Schools

# **HUMAN RESOURCES**

## **EMPLOYEE RECRUITMENT, RETENTION & AFFIRMATIVE ACTION**

### **2009-2010**

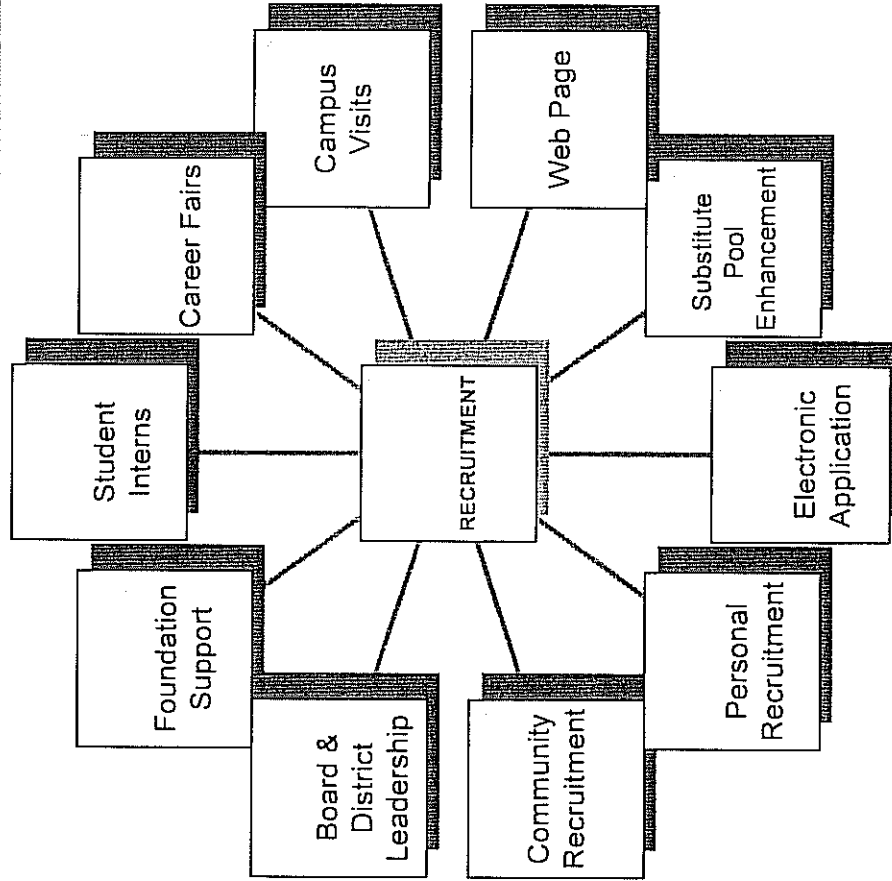
**Strategic Plan Goals - 2.3 Recruit, hire and retain quality staff.**

**2.3a Continue Everett Public Schools focus on recruiting a diverse workforce.**





# 2009-2010 RECRUITMENT: INITIATIVES





# **2009-2010 RECRUITMENT: INITIATIVES**

## **UNIVERSITY PARTNERSHIPS**

**CityU**  
of Seattle  

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IN EVERETT,  
WASHINGTON

- City University: Paraeducators to Teachers
  - ▶ State-funded grant to become dual endorsed K-8 Elementary Ed and Special Ed or ELL (Four in 2010)
- Student Intern/Teacher Affiliation Agreements
  - ▶ 138 student interns/teachers from 15 universities and 2 states

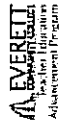


# 2009-2010 RECRUITMENT: INITIATIVES



## GROW YOUR OWN

- Careers in Education program at Everett High School
- Teacher Education Advancement Program (TEA): Partnership with Everett Community College
  - ▶ recruit local high school and community college students of color to become teachers
  - ▶ Twenty Everett Public Schools student attended the Future Teachers of Color Conference



## Future Teachers of Color Conference

DIVERSE TEACHERS FOR DIVERSE COMMUNITIES  
Recruiting Diverse Students into the Teaching Profession

Wednesday, March 24th  
8:00 a.m. to 5:00 p.m.  
Everett Community College  
2000 Tower Street Everett, WA 98201  
(425) 388-5040

- GUEST SPEAKER: SALOME THOMAS-EL
- TEACHER AND STUDENT PANEL DISCUSSIONS
- WORKSHOPS
- BREAKFAST, SNACKS, AND LUNCH PROVIDED
- PRIZES

Sponsored by Key Bank and the Everett Community College (TEA) Program in partnership with Marysville, Monroe and Everett High Schools, and Western and Central Washington Universities

Everett Community College and Everett High School are equal opportunity institutions.



# 2009-2010

## RECRUITMENT: CERTIFIED

- In-person recruiting
  - ✓ University career fairs (6)
  - ✓ University campus visits (12)
  - ✓ Washington Educator Career Fairs (Spokane & Tacoma)

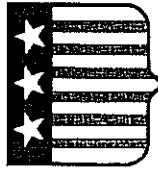
- Advertising – Online
  - ✓ University career center websites
  - ✓ District webpage

- Advertising – Print
  - ✓ The National Minority Update (Winter 2010/Spring 2010)
  - ✓ Everett Public Schools poster sent to university campuses
  - ✓ Everett Herald
  - ✓ Seattle Times

### National Minority Update

A Quarterly Employment and Educational Resource

Historically Black Colleges & Universities  
Provide Quality Education Amid Budget Cuts



Everett Public Schools is proud to be a part of the National Minority Update. This quarterly publication provides information on employment and educational opportunities for minority students. It is a valuable resource for students, parents, and educators alike.

**For the Future of a Diverse America**  
U.S. Department of Education, A3  
This is a quarterly publication that provides information on employment and educational opportunities for minority students. It is a valuable resource for students, parents, and educators alike.

**... the budget cut is not welcome, especially in tough economic times...**  
The budget cut is not welcome, especially in tough economic times. This is a quarterly publication that provides information on employment and educational opportunities for minority students. It is a valuable resource for students, parents, and educators alike.

**U.S. Hispanic Native American Contributions**  
Hispanic Culture Endings American Models  
VA Armed Best Employer For Women Over 50  
AFSCME Report: Push To Help Small Business

**INSIDE...**  
The 100 Best Places to Work in 2010  
The 100 Best Places to Work in 2010  
The 100 Best Places to Work in 2010

**Aims**  
Aims is a leading provider of employment and educational resources for minority students. We offer a variety of services, including career counseling, job placement, and educational assistance. Contact us today at 800-677-5000.

**Region 16 Education Service Center**  
Kella Sandridge  
Director  
Human Resources & Planning  
5810 Spill Street  
Amarillo, TX 79109-4230  
Telephone: 806-677-5000  
FAX: 806-677-5001  
www.aims16.net  
An Equal Opportunity Employer

**INSIDE...**  
The 100 Best Places to Work in 2010  
The 100 Best Places to Work in 2010  
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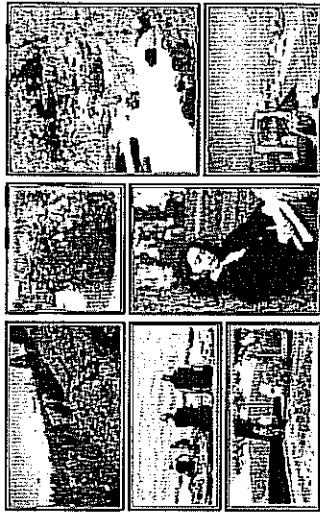
### EVERETT PUBLIC SCHOOLS

Everett, Washington

JOIN OUR WINNING TEAM!

Everett Public Schools cares deeply about each of our 18,000 students and works hard to ensure each of them learns to high standards in a caring atmosphere.

Located twenty-five miles north of Seattle in the beautiful Pacific Northwest, our district is bordered by the blue waters of the Puget Sound and surrounded by snow-capped mountains.



FOR MORE INFORMATION OR TO APPLY ONLINE...  
VISIT OUR WEBSITE:  
[WWW.EVERETT.K12.WA.US](http://WWW.EVERETT.K12.WA.US)

The application information you provide online is secure and will be treated with confidentiality.

Questions?  
Contact Human Resources at [employment@everett.k12.wa.us](mailto:employment@everett.k12.wa.us) or 425-345-1000





# **2009-2010 RECRUITMENT: CLASSIFIED**

- In-person recruiting
  - ✓ Snohomish County Job Fair (January, April, October)
- Advertising – Online
  - ✓ Familias Unidas, Snohomish County ECEAP, Refugee and Immigrant Forum
  - ✓ Community college and university career websites
  - ✓ Snohomish County Work Source
- Advertising – Print
  - ✓ Everett Herald, including Hispanic edition, La Raz
  - ✓ Seattle Times
  - ✓ The International Examiner
  - ✓ NW Asian Weekly includes Seattle Chinese Post listing



# 2009-2010 RECRUITMENT: SUBSTITUTES

- Non-continuing contract candidates - encouraged to substitute
- Student teachers - encouraged to apply for intern substitute certificates
- Recruiting and networking at job fairs
- Networking with community organizations
  - ✓ Everett Community College Placement Office
  - ✓ Work Source Snohomish County
  - ✓ Refugee and Immigrant Forum
- Communicating with parents
  - ✓ Flyers in schools
  - ✓ Articles in school and PTA newsletters
  - ✓ Multilingual substitute information cards
- Monthly newsletter – Proxy News

Everett Public Schools

**NOW HIRING  
SUBSTITUTE  
EMPLOYEES!**

تقوم بتعيين موظفين!  
بداً الآن

ПРОВОДИТ НАБОР  
РАБОТНИКОВ НА ПОДМЕНУ!

**ESTÁMOS  
CONTRATANDO  
SUPLENTE**



Everett Public Schools



# **SUBSTITUTE POOL**

## **FOCUS: HIGHEST QUALITY**

---

**Each person who works in a classroom and in our schools is highly qualified (teachers, non-continuing teachers, substitutes, classified).**

### **Substitutes invited to attend training:**

- Daily Five, Guided Reading, and Lucy Calkins' Writing Units of Study, WEST-E study course
- Overview of balanced literacy
- Future: Systematic trainings on Wright Skills Phonics and Good Habits, Great Readers curriculum (our new reading curriculum)



# **SUBSTITUTE POOL**

## **FOCUS: HIGHEST QUALITY**

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- “Sell” substituting
- Require highly qualified status
- Develop strategies for retaining those highly skilled
- Develop “priority lists”
- Provide feedback on performance
- Encourage welcoming environment for substitutes





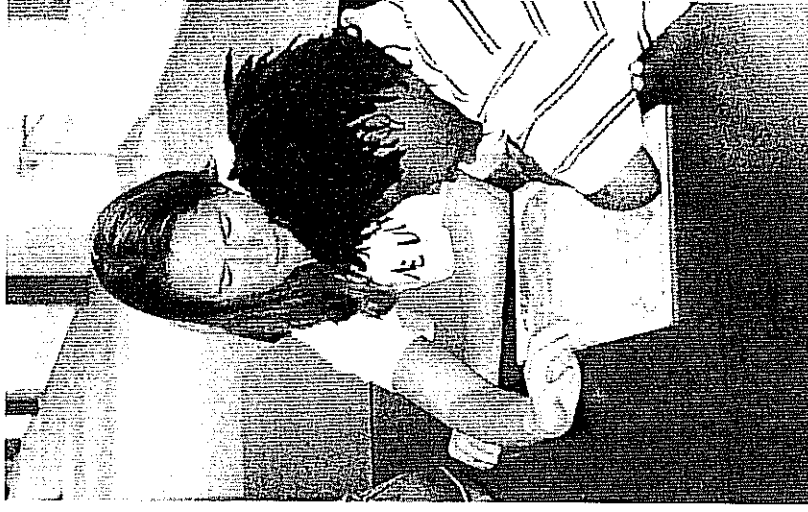


# CERTIFICATED HIRING 2009-2010

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Technology:  WinOcular Online Application System

- 689 applicants with complete files (calendar year 2009)
- 42 interviewed at Human Resources  
(additional interviews at building sites)
- 37 (5%) hired on non-continuing contracts





[illegible]

\* Hiring data as of 4/1/10

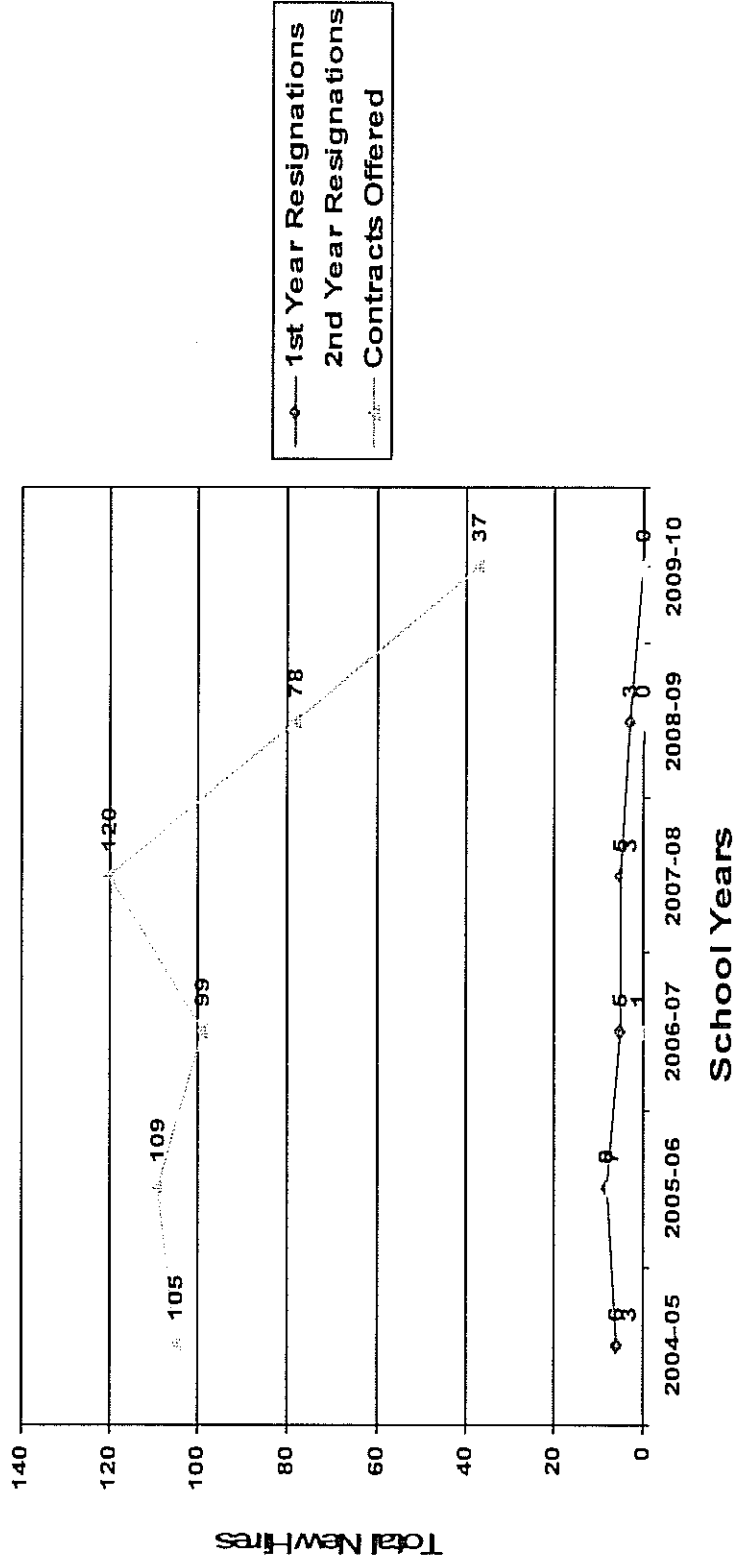


# CATEGORIES OF CERTIFICATED NEW HIRES

Subject	2007-2008	2008-2009	2009-2010
<b>Elementary</b>	<b>48</b>	<b>31</b>	<b>21</b>
Special Ed	6	4	1
<b>Middle School</b>	<b>24</b>	<b>24</b>	<b>3</b>
Math	4	6	1
Science	7	4	0
Special Ed	5	2	1
<b>High School</b>	<b>35</b>	<b>17</b>	<b>11</b>
Math	7	2	2.5
Science	2	0	1.5
Special Ed	7	7	2
<b>Specialists</b> (Facilitators/SLPs/Psychs/OT-PTs, etc)	<b>14</b>	<b>6</b>	<b>2</b>
<b>Total</b>	<b>120</b>	<b>78</b>	<b>37</b>



# RETENTION OF CERTIFICATED STAFF\*



\*Nationally, about a third of new teachers leave the profession after three years. After five years, the number is closer to 50 percent. 2007 The Washington Post Company





# Looking Ahead...

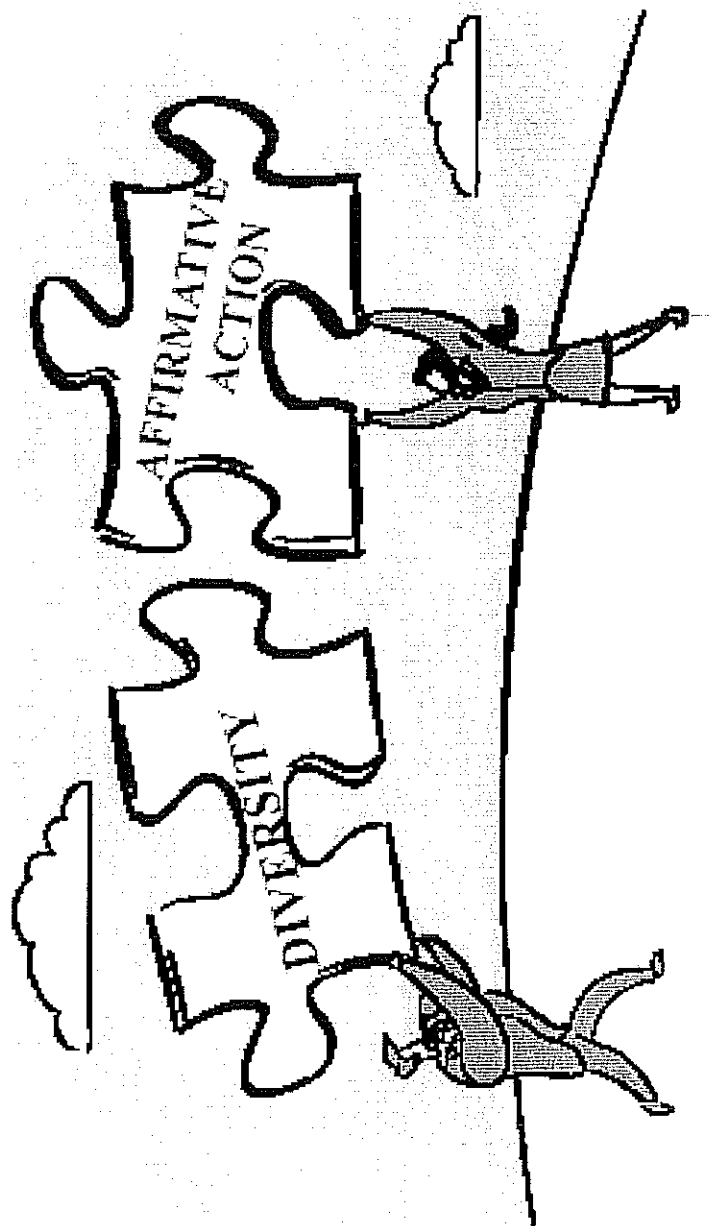
## WE WILL NEED TEACHERS

CERTIFICATED STAFF												
	25-30 Years				30+ Years				Total			
	2006-07	2007-08	2008-09	2009-10	2006-07	2007-08	2008-09	2009-10	2006-07	2007-08	2008-09	2009-10
Elementary School	66	52	47	62	34	40	43	59	100	92	90	121
Middle School	20	21	18	17	15	12	14	26	35	33	32	43
High School	25	28	24	28	17	13	11	18	42	41	35	46
Special Services	8	9	16	9	6	5	9	8	14	14	25	17
<b>TOTAL</b>	<b>119</b>	<b>110</b>	<b>105</b>	<b>116</b>	<b>72</b>	<b>70</b>	<b>77</b>	<b>111</b>	<b>191</b>	<b>180</b>	<b>182</b>	<b>227</b>

Note: Totals do not include credit for the 09-10 experience.



# CONNECTING THE PIECES







# **AFFIRMATIVE ACTION PLAN ANNUAL UPDATE - 2010**

President  
Carol Stolz, Director  
Human Resources  
April 20, 2010



# **GOAL-SETTING PROCESS**

1. Perform utilization analysis
  - Determine percentage of females and minorities available in the work force
  - Persons with requisite skills in the immediate area
  - Persons with requisite skills in recruitment area
  - Promotable and transferable persons within the District's work force





# **GOAL-SETTING PROCESS**

## **continued**

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2. Calculate expectations from two main sources:
  - 2000 Snohomish County and U.S. Census
  - Internal district data regarding promotion patterns and substitute employee pools
3. Develop goals from statistically expected utilization
4. Strive to maintain progress in diversifying workforce



# SUBSTITUTES BY ETHNICITY

## CERTIFICATED – 342 ACTIVE SUBSTITUTES

	Male	67 (19.59%)	Female	275 (80.40%)	
Caucasian		292 (85.38 %)		African American	5 (1.46%)
Hispanic		4 (1.16%)		Asian American	7 (2.04%)
American Indian		3 (0.87%)		Other	31 (9.05%)

## CLASSIFIED – 185 ACTIVE SUBSTITUTES

	Male	26 (14.05%)	Female	159 (85.94%)	
Caucasian		151 (81.62 %)		African American	6 (3.24%)
Hispanic		9 (4.86%)		Asian American	9 (4.86%)
American Indian		1 (0.54%)		Other	9 (4.86%)

As of 4/1/10



# ANALYSIS

## Females: Utilization

<i>&gt;Areas of focus</i>	<u>09-10</u>	<u>Expected Utilization</u>
Custodial	26.19%	29.0%
Maintenance	0%	7.5%
Security	10.0%	19.2%



# ANALYSIS continued

## Minority: Utilization

<i>&gt;Areas of focus</i>	<u>09-10</u>	<u>Expected Utilization</u>
Certificated Administrators	10.34%	10.4%
Elementary Teachers	5.89%	8.3%
Instructional Support	5.38%	8.2%
Prof/Tech/Supv.	5.08%	10.2%





# DISCOUNT

• Per applicant optional data form



**CLASSIFIED**

# NEW HIRES BY ETHNICITY

**CLASSIFIED**

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10
Asian	4	2	1	10	3	3
African-American	0	3	0	1	0	1
Hispanic	1	2	3	6	5	3
Native American	0	1	0	0	0	0
Other	2	2	0	1	0	0
White	79	75	40	63	42	52
Percent Minority	8%	12%	9%	22%	16%	12%

\* Per applicant optional data form



[illegible]

• Per applicant optional data form



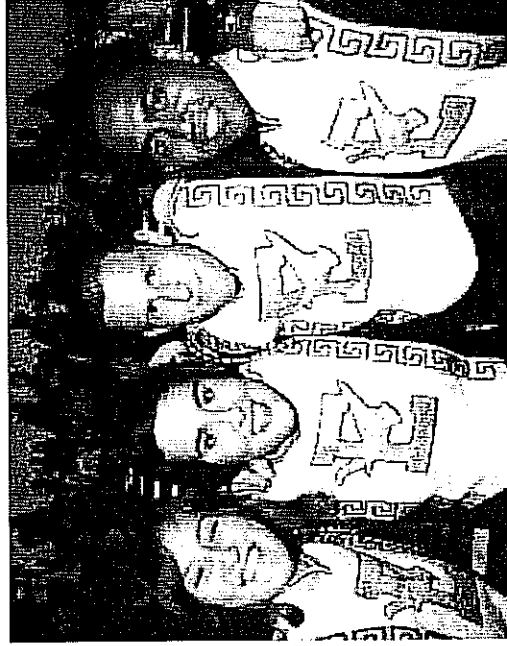
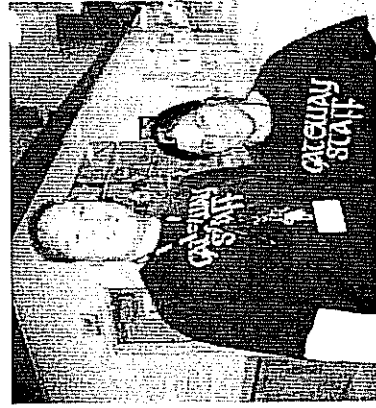
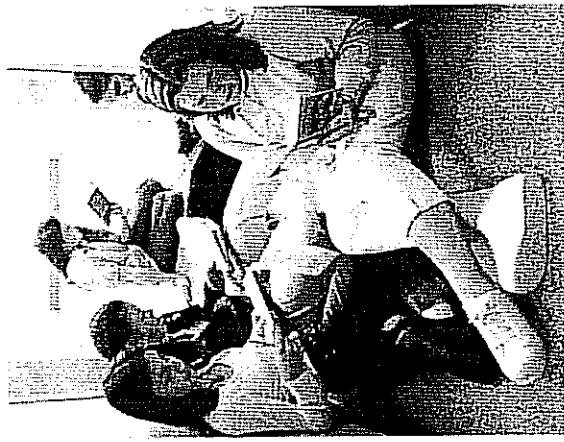
# **CONTINUING EFFORTS**

- Teacher Education Advancement Grant
  - ✓ Everett Community College
  - ✓ Marysville and Monroe School Districts
- Outreach to local sources
  - ✓ UW College of Education
    - Minority recruitment and retention office
  - ✓ Reliance on local networking resources
  - ✓ Capitalization on success of strategies in recruitment of classified employees





# QUESTIONS?





# Board Agenda Request Form

Date of Board Meeting: April 20, 2010

6. C.

## Subject

Title: Update on the Equity and Access Advisory Council

Recommendation: N/A

## Background

Purpose/Summary: To provide the Board of Directors with an update on the work-to-date of the Equity and Access Advisory Council. The council has held three meetings; January 28<sup>th</sup>, February 25<sup>th</sup>, and March 29<sup>th</sup>. Jeff Turner, as a consultant, has facilitated the council work during the first three meetings assisting in developing council member relations and operating norms. Additionally, Jeff worked with the council regarding elements of effective team performance. The council has reviewed the district's annual strategic plan and the recommendations from last year's Superintendent's Task Force on Diversity. Next steps for the council include the development of a work plan.

## Additional Information

Agenda Placement:

☒ Information

☐ Action

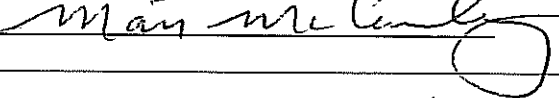
☐ Consent Agenda

☐ Attachment(s)

# of pages 2

Submitted By: Matt McCauley

Contact Person(s): Matt McCauley

Signature: 

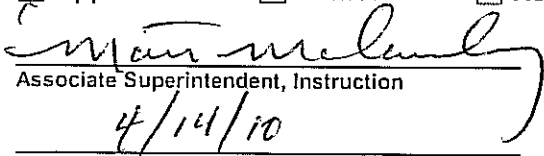
## Approval

Applicable Deputy/Associate Superintendent signature(s) should be obtained prior to submission to Superintendent's Office.

☒ Approved

☐ Denied

☐ Revised (see attached)

By:   
Associate Superintendent, Instruction

By: \_\_\_\_\_  
Executive Director, Finance

Date: 4/14/10

Date: \_\_\_\_\_

Comments:



## **Superintendent's Equity & Access Advisory Council**

### **Council Purpose**

The Superintendent's Equity & Access Advisory Council is established to provide counsel to the superintendent and cabinet on the district's efforts to establish an environment and culture of equity and access for each student to learn to high standards, thus improving the success of students in underperforming groups. The district is committed to maximizing opportunities for students who have not previously accessed educational opportunities that others with greater resources or understanding of educational systems have. Furthermore, the district is committed to providing the environment, guidance, encouragement, and resources that establish an advantageous platform for each student to achieve success.

The council will build links between the district and various communities representing diverse populations within the district's boundaries, while providing guidance on significant policy matters affecting the district's success in implementing the strategic plan and closing achievement and graduation rate gaps.

### **Council Charge**

The council will develop, with input from the superintendent and cabinet, an annual council work plan to include such activities as gaining support for, organizing, and implementing events that connect families of a diverse range of students to the schools in support of student learning. In conducting its work the council is charged by the superintendent to:

- Establish working norms, a training plan, short- and long-term objectives, and common vocabulary to define and describe its work. The council will honor the group norms and operate in a manner of civility, openness, and respect among its members.
- Work with the superintendent in creating an annual plan for the committee's work. The council will maintain a close working relationship with the superintendent and periodically report on its progress.
- Serve as listeners and communicators with under-represented groups regarding the work of the district and its success with students of color, of poverty, and from other diverse backgrounds. The council will focus on building partnerships and establishing ways to help the district ensure each student learns to high standards.
- Provide advice and counsel to the superintendent and cabinet regarding district strategies, goals, objectives, benchmarks, and milestones related to closing achievement gaps, and about the district's work to incorporate Diversity Task Force recommendations into the strategic plan.
- Periodically review data and reports demonstrating the schools' progress toward closing achievement gaps and on-time graduation rate gaps. Requests for information necessary to do the work of the council will be directed through the chair. The council will be provided

information germane to its charge, which does not infringe upon students' and staff members' privacy rights.

- Generate support for specific activities that improve student learning for students of color, of poverty, and from other diverse backgrounds.
- Serve as a liaison to the community to solicit feedback and identify community expectations for goals, objectives, and timelines related to the district's equity and access priorities.
- Develop future membership recommendations to ensure continuity and momentum of the council's work.

### **Council Membership**

The council is chaired by the associate superintendent for instruction, who is responsible for facilitating the group's work. Membership will be from ten to eighteen members comprised of district parents, patrons, students, and staff. Members are appointed by the superintendent to two-year terms, except that one-half of the initial appointments shall be for a term of one-year. Membership will include:

- Representation from a variety of ethnic/culture groups (i.e. American Indian, Asian, Asian/Pacific Islander, Black, Hispanic, White, multiracial), socio-economic groups, gender orientations, and special populations;
- People who are familiar with the work of schools;
- People who have credibility with their constituents;
- People encompassing the district's geographic make-up;
- People willing to serve at least a two year term;
- Representation of all levels of the district (elementary, middle, high);
- Parents/guardians of the district;
- Student(s) of the district; and
- Representation of community organizations with diversity related efforts

The council will meet at least six times annually, and may schedule meetings more frequently as necessary to conduct its work. Agreed upon minutes that reflect its work will be distributed subsequent to each meeting in which minutes are approved.

# Board Agenda Request Form

Date of Board Meeting: 4/20/10

7. a.

## Subject

### Title:

Proposed Expansion of Norton/Grand Historic Overlay Zone

### Recommendation:

That the board authorize the superintendent to request the City of Everett remove the Norton Avenue Playfield property from the proposed Norton/Grand Historic Overlay Zone Expansion.

## Background

### Purpose/Summary:

The City of Everett is entertaining a proposal to modify its zoning code by expanding the Norton/Grand Historic Overlay Zone in the vicinity of Sequoia High School. This proposal, if approved, would impose new regulatory requirements for all new construction and modifications to existing buildings in the expansion area, including the district's Sequoia High School and Norton Avenue Playfield properties, and approximately 23 existing homes in the adjacent neighborhood. The proposal will be considered by the city's planning commission on Tuesday evening, April 20, 2010. The remaining step in the process, after planning commission approval, is city council approval. The recommendation is amended to remove the Norton Avenue playfield property, but not Sequoia, from the proposed Norton/Grand Historic Overlay Zone expansion. Facilities staff plan to prepare an additional material to answer questions that arose during the February meeting.

### Previous Related Action:

In February the Administration recommended that opposition to the extension of the Norton/Grand Historic Overlay Zone to include the Sequoia and Norton properties. The board chose not to act on the recommendation. Subsequently, board members have indicated a desire to review the matter. As a result of the conversation at the agenda setting meeting last Thursday, the agenda include this item for board consideration.

## Additional Information

### Agenda Placement:

☐ Information

☒ Action

☐ Consent Agenda

☐ Attachment(s)

Presentation Time 10 Minute(s)

# of pages 4

Submitted By: Mike Gunn

Contact Person(s): Mike Gunn

Signature: \_\_\_\_\_

\_\_\_\_\_

## Approval

*Applicable Executive Director signature(s) should be obtained prior to submission to Superintendent's Office.*

☒ Approved

☐ Denied

☐ Revised (see attached)

By: \_\_\_\_\_  
Executive Director, Finance & Operations

By: Mike Gunn  
Executive Director, Facilities & Operations

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:





Everett School District No. 2  
PO Box 2098  
4730 Colby Avenue  
Everett, WA 98203



**Facilities & Operations**  
Longfellow Building, Third Floor  
3715 Oakes Avenue  
Everett, WA 98201  
PHONE (425) 385-4190 Fax (425) 385-4192

DATE: April 15, 2010

TO: Gary Cohn  
Superintendent  
Everett Public Schools

FROM: Mike Gunn *MTE*  
Executive Director, Facilities & Operations  
Everett Public Schools

RE: Expansion of the Norton/Grand Historic Overlay Zone

The City of Everett is proposing to modify its zoning code by expanding the Norton/Grand Historical Overlay Zone in the vicinity of Sequoia High School. The city has scheduled a public hearing of the Everett Planning Commission for 6:30 p.m. on Tuesday, April 20, 2010 to receive testimony on this proposed change. This proposal, if approved, would impose new regulatory requirements for all new residential construction and modifications to existing buildings in the expansion area, including the district's Sequoia High School and Norton Avenue playfield properties, and approximately 23 existing homes in the adjacent neighborhood.

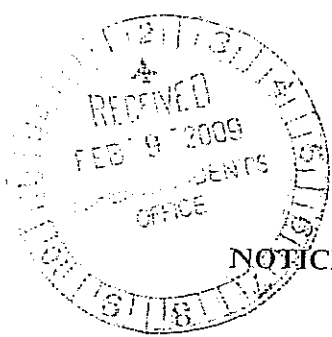
The administration intends to request that the the Norton Avenue Playfield property be removed from the Norton/Grand Historic Overlay Zone expansion proposal, for the following reasons:

- The Norton/Grand Neighborhood Conservation Guidelines and Historic Overlay Standards, which would apply to the expansion area, are primarily directed at preserving and enhancing residential neighborhoods and structures, and contain no guidelines or standards directly related to school facilities or athletic fields.
- There have been no buildings of any type located on the Norton Avenue playfield property in approximately 60 years. This site housed an eight-room school house (Jackson Grade School) from 1902 to the early 1950's, when the building was demolished, and has been used as a community playfield since then.
- In the fall of 2009 the district made a request to the City of Everett to change its Comprehensive Plan to align with the zoning already in place for this property along with four other properties. We withdrew that request after conducting two open house informational meetings, where we heard many comments and concerns raised by the community about any plans to change the zoning or comprehensive plan designations for these sites. When withdrawing this request, we assured the community that we would not request any zoning changes to this property until we further explored with the city of Everett future options for the use and disposition of this property that would respond appropriately to the input we received from the community.

I will be present at the April 20th board meeting to discuss this issue with the board and answer any questions.

Thank you.





RECEIVED

FEB 11 2010

FACILITIES & PLANNING



CITY OF EVERETT  
**NOTICE OF ISSUANCE OF DETERMINATION OF NON-SIGNIFICANCE**  
(SEPA 10-002, REZONE 10-001)  
**And NOTICE OF HISTORICAL COMMISSION HEARING**  
**Expansion of the Norton/Grand Historic Overlay Zone**

**Description of Proposal:** Recommendations by the Everett Historical Commission and Planning Commission and approval by City Council of an expansion of the Norton/Grand Historic Overlay Zone. The existing Norton/Grand Neighborhood Conservation Guidelines and Historic Overlay Standards would apply in the expansion area.

The design guidelines and standards are intended to preserve the historic Norton/Grand neighborhood character while allowing for the density which zoning allows.

The proposed expansion area is adjacent to the existing Norton/Grand Historic Overlay Zone and includes a high concentration of houses built before 1931 which retain their original character. These houses have been included in a list of "contributing structures."

Everett Historical Commission design review applies to the following development situations in the historic overlay zone: proposed demolition of contributing structures, conversions of contributing structures from single-family to duplex or multi-family or from residential to commercial, additions over 150 square feet and visible from the street to any duplex or multi-family building, construction of any new rear yard infill, construction of any new duplexes or multi-family buildings, and construction of any new commercial, church or religious institution structures. Administrative review by Planning Department staff will apply to all other development.

**Applicant:** Dave Koenig, City of Everett Planning, 2930 Wetmore, Suite 8A, Everett, WA 98201

**Location:** The proposed expansion area includes properties on Norton and Grand Avenues from 35<sup>th</sup> Street to and including 3612 Norton Avenue and the Sequoia High School property at 3516 Rucker Avenue. A map of the proposed area is attached.

**Lead Agency:** City of Everett Planning and Community Development Department  
**Contact Person:** Jan Meston Phone: (425)257-7164

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request. Copies of the proposal and the environmental checklist are also available on the City's web page at <http://www.everettwa.org/default.aspx?ID=1748>.

This DNS is issued under WAC 197-11-340(2). The City as the lead agency will not act on this proposal for 14 days from the date below. Written comments must be received by **Monday, February 22, 2010 at 5:00 p.m.** Comments must be submitted to City of Everett Planning and Community Development Department, 2930 Wetmore, Ste. 8A, Everett, WA 98201, or e-mailed to [jmeston@ci.everett.wa.us](mailto:jmeston@ci.everett.wa.us).

**Notice is hereby given that the Everett Historical Commission will hold a public hearing on the proposed expansion of the Norton/Grand Historic Overlay Zone as described above on the following date/time:**



Date: Tuesday, February 23, 2010  
Time: 6:30 p.m.  
Place: 2930 Wetmore Avenue, 8<sup>th</sup> Floor Hearing Room  
Everett, WA 98201

The purpose of the meeting is to take public testimony and to make a recommendation on the proposal. The Historical Commission's recommendation goes to Planning Commission and City Council. Comments may also be submitted in writing to Jan Meston, City of Everett Planning and Community Development, 2930 Wetmore Ave, Ste 8A, Everett, WA 98201 or at [jmeston@ci.everett.wa.us](mailto:jmeston@ci.everett.wa.us).

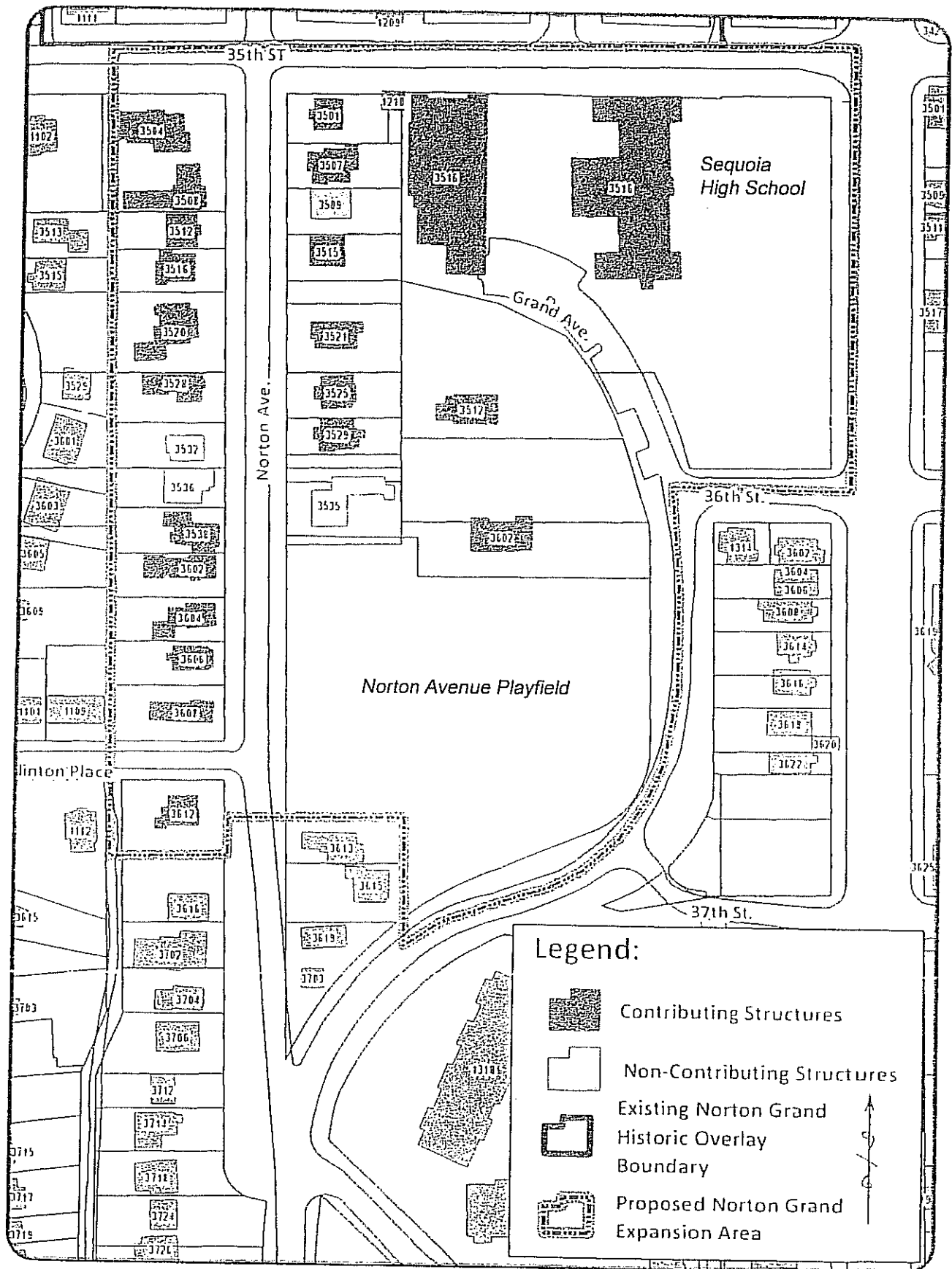
Allan Giffen by Jan Meston  
Allan Giffen, Director

February 8, 2010  
Date

(We strive to provide special accommodations for individuals with disabilities. Please contact us as soon as possible if special accommodations are needed.)

The City of Everett hereby gives public notice that it is the policy of the City to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all its programs and activities. Persons wishing information regarding the City's Title VI compliance may call 425-257-8731 and ask for the Title VI Specialist for the City's Planning Department.









# Board Agenda Request Form

Date of Board Meeting:

April 20, 2010

7. b.

## Subject

Title: Proposed Revised Policy 1441—Audience Participation (second reading)

Recommendation:

## Background

During the Board's January workshop, discussion occurred regarding the existing provisions of the Board's policy on accepting public comment during meetings. The Board's legal counsel was consulted regarding the current state of applicable court cases and statutory interpretation on the subject. The board has received formal legal advice, which has been independently verified by secondary counsel, on the matter of regulating public comment during a meeting. In summary, with limited exception the board is not obligated to accept public comment at a Board meeting (exceptions include budget hearings, school closure hearings, policy adoption). It is customary for school boards to include time for public comment on agenda items and on non-agenda items. The board may regulate the time, place, and certain manner of comment by the public. As a result of these legal reviews and advice, extensive revisions to Board Policy 1441 were prepared for Board consideration and are provided for second reading and adoption. First reading took place at the March 23, 2010 Board meeting. The proposed revised policy incorporates recommendations made at first reading.

## Additional Information

Agenda Placement:

Information

☒ Action

☐ Consent Agenda

☒ Attachment(s)

# of pages 1

Submitted By: Gary Cohn

Contact Person(s): Gary Cohn



## The Board of Directors

### Audience Participation

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. Limits on public comment at Board meetings are set to allow others a fair and adequate opportunity to be heard, to assure that the regular agenda of the Board is completed, to use the Board's time efficiently, and to maintain an orderly and respectful exchange of ideas and opinions. The public may also provide input to the Board or District administrators outside of meetings by means of written correspondence.

The Board will provide a period of up to 15 minutes during its regular meetings during which the public may comment on non-agenda issues. The Board will also allow individuals to express an opinion prior to Board action on agenda items. If the entire 15 minutes has been used for non-agenda issues, the Board will provide an additional period of up to 10 minutes for public comment on agenda items.

The president of the Board may limit the total amount of time dedicated to public comment at any meeting.

Individuals wishing to address the Board shall sign a Public Comment card available from District staff. The Board president will recognize individuals on a first come, first served basis determined by the order of Public Comment card submission to the Board, unless the president determines another priority method better meets the Board's needs. After being recognized by the Board president, individuals will proceed to make comments, limiting themselves to three (3) minutes. Groups or organizations may designate a spokesperson for the group or organization who will limit his/her remarks to five (5) minutes. Where a spokesperson addresses the Board on behalf of a group or organization, other members of that same group or organization shall be limited to an additional two minutes. The Board requires that those addressing the Board be residents or employees of the District or the representative of such residents or employees, parents or guardians of students enrolled in District schools, or employees of businesses located within the District. Persons not meeting these requirements may request an exception to these requirements from the Board president by prior application to the Superintendent at least 24 hours prior to the start of the meeting. Any representative of a firm eligible to bid on materials or services solicited by the District shall also be entitled to comment. The Board president may interrupt or terminate an individual's statement when it is too lengthy, repetitious, profane, irrelevant, or otherwise disruptive. The Board as a whole shall have the final decision on the appropriateness of all such rulings.

Individuals with disabilities who may need an accommodation to participate in a meeting should contact the Superintendent's office no later than three (3) working days before a regular meeting and as soon as possible in advance of a special meeting so that arrangements for an accommodation can be made.



Legal References:      RCW 42.30.030  
                              RCW 42.30.050

Meetings declared open and public  
Interruptions—Procedures

Adopted:      November 21, 1980  
Revised:      April 22, 1996  
Updated:      March 2001  
Revised:      March 11, 2003



# Board Agenda Request Form

Date of Board Meeting: April 20, 2010

7. C.

## Subject

Title: Proposed New Policy 3424 – Student Sports and Athletic Related Activities—Concussion and Head Injuries  
Second Reading

Recommendation: The superintendent's cabinet has reviewed this policy and recommends the Board of Directors approve the new policy as submitted.

## Background

Purpose/Summary: The proposed new policy corresponds with recommendations provided by the Washington State School Director's Association as a result of the Zackery Lystedt law which was passed during the 2009 legislative session in response to a head injury suffered by Tahoma School District student Zack Lystedt in a 2006 junior high school football game.

## Additional Information

### Agenda Placement:

☐ Information

☒ Action

☐ Consent Agenda

☒ Attachment(s)

# of pages 1

Submitted By: Molly Ringo

Contact Person(s): Molly Ringo

Signature: Molly Ringo

## Approval

Applicable Associate Superintendent signature(s) should be obtained prior to submission to Superintendent's Office.

☐ Approved

☐ Denied

☐ Revised (see attached)

By: \_\_\_\_\_  
Associate Superintendent, Chief Academic Officer

By: M. McCauley  
Associate Superintendent, Chief Instructional Officer

Date: \_\_\_\_\_

Date: 3/26/10

Comments:









# Board Agenda Request Form

Date of Board Meeting: 04/20/2010

7.d.

## Subject

### Title:

Resolution No. 989 - Adoption of 2010 Reduced Educational Program

### Recommendation:

The administration recommends the adoption of Resolution 989 authorizing the Superintendent to implement the 2010-11 Reduced Educational Program.

## Background

### Purpose/Summary:

On April 13, 2010, the State of Washington concluded its 2010 legislative session responding to a \$2.8 billion budget shortfall. This has resulted in a \$2.9 million reduction in funding for Everett Public Schools, which is magnified by rising local costs. The administration has prepared a Reduced Educational Program that identifies \$3.8 million in General Fund reductions to be implemented in the 2010-2011 Operating Budget.

In December, the Superintendent formed a Fiscal Advisory Council to conduct a thorough and exhaustive analysis and recommend a set of balanced reductions. The charge was to minimize the negative impact on student achievement growth. This process integrated community input from four public meetings. The FAC final report serves as the foundation for the attached Reduced Educational Program.

Adoption of the Reduced Educational Program will provide sufficient authorization for the administration to develop the 2010-2011 Operating Budget for first reading and public hearing on June 22, 2010.

### Previous Related Action:

On March 23, 2010, the Board approved Resolution No. 988 – Preparations for a Reduction of the 2010-2011 Operating Budget directing the Superintendent to prepare this Reduced Education Program.

## Additional Information

### Agenda Placement:

☐ Information

☒ Action

☐ Consent Agenda

☒ Attachment(s)

Presentation Time 60 Minute(s)

# of pages 20+

Submitted By: Jeff Moore

Contact Person(s): Jeff Moore

Signature: 

## Approval

*Applicable Executive Director signature(s) should be obtained prior to submission to Superintendent's Office.*

☒ Approved

☐ Denied

☐ Revised (see attached)

By: 

Executive Director, Finance & Operations

By: \_\_\_\_\_

Executive Director, Facilities & Operations

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:

**RESOLUTION NO.989**

**ADOPTION OF 2010-11 REDUCED EDUCATIONAL PROGRAM**

**WHEREAS**, the State has finalized a 2010 Supplemental Budget that imposes a significant reduction in resources for K-12 education, and in light of rising local costs, the Everett School District does not have the financial resources to maintain its educational program at the present level for the 2010-11 school year; and

**WHEREAS**, in order to establish the level of school district expenditures within the level of reasonably anticipated revenues, it is necessary to make certain reductions in the District's educational program, including reductions in certificated and classified positions for the 2010-11 school year; and

**WHEREAS**, it is necessary at this time for the Board of Directors to adopt a reduced educational program for the 2010-11 school year so that certificated and classified employees who would be affected by said plan may be provided timely notification in accordance with applicable law and contract provisions; and

**WHEREAS**, the Board of Directors has considered the 2010-11 Reduced Educational Program recommended by the Superintendent, which is attached hereto and by this reference made a part hereof:

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Everett School District as follows:

1. The Board hereby adopts the 2010-11 Reduced Educational Program attached hereto; and
2. The Superintendent is authorized to take such action as may be required by law, collective bargaining agreements, and Board policy to implement the plan, including notifying employees who will be affected by the implementation of the 2010-11 Reduced Educational Program.

**ADOPTED** at a regular open public meeting of the Board of Directors held April 20, 2010.

**EVERETT SCHOOL DISTRICT NO. 2,**  
A municipal corporation of the State of Washington

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

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

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

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

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

**ATTEST:**

\_\_\_\_\_  
Secretary of the Board of Directors

**Everett Public Schools**  
**2010-11 Reduced Educational Program**  
**Resolution No. 989**  
**April 20, 2010**

Description	FTE	Savings	Projected Impacts
<b><i>District-wide non-employee cost reductions</i></b>			
Pupil transportation to 1 mile per state funding model		\$400,000	More elementary and middle school students will walk to school.
Pupil transportation for special programs		\$23,000	Program changing locations, savings due to reduced travel distance for busses.
Utilities / estimated energy savings		\$75,000	Continued implementation of energy conservation management program.
Software license reductions from new fiber network		\$150,000	Software licenses would not be renewed due to system upgrades.
School discretionary spending reduction 5%		\$100,000	Reduced classroom materials, field trips.
Department discretionary spending reduction 5%		\$120,000	Reduced departmental programs and activities.
		<b>\$868,000</b>	
<b><i>Increased Revenues</i></b>			
Athletic participation fee increase - (HS to \$100, MS to \$40)		\$75,000	Athletic fees will increase for all students with scholarships available. Participation may be impacted.
Building User Fees by 10%		\$36,000	Community users of district facilities would pay increased user fees.
		<b>\$111,000</b>	
<b><i>Central Support Staff</i></b>			
Director	1	\$155,000	Reduced central administration support for programs.
Manager Specialist	0.5	\$62,000	Realign responsibilities to focus on technology levy implementation. Cost would shift to capital projects.
Clerical & Technicians	2	\$114,000	Reduction of hours and/or positions resulting in reduced district support services hours of operation.
Environmental program support	1	\$30,000	Restructuring of environmental education at Lively & Silverton Environmental Centers.
Realign Info Systems staff with proportion of levy work		\$100,000	Technology staff costs for technology levy implementation would shift to capital projects.
	<b>4.5</b>	<b>\$461,000</b>	
<b><i>Certificated Staff</i></b>			
<b>Elementary</b>			
Classroom (18 FTE funded by ARRA)	15	\$1,384,000	Potential for more split grade classrooms and/or more classrooms at or just above class size goals.
<b>Middle</b>			
Classroom	5	\$461,000	More classrooms at class size goals and more challenges to build master schedule that meets requests for specific classes.
<b>High</b>			
Classroom	3.5	\$323,000	More classrooms at class size goals and an increase in scheduling challenges to meet student's first choice requests.
<b>District wide Certificated Staff</b>			
Instructional Facilitators	2	\$184,500	Reduced coaching support for classroom teachers.
	<b>25.5</b>	<b>\$2,352,500</b>	
	<b>30</b>	<b>\$3,792,500</b>	

**Reduced Educational Program Notes**

1. The Reduced Educational Program (REP) identifies general fund savings or revenue increases with the emphasis on basic education funding.
2. Annual adjustment to budgets for categorical programs (such as Title I, Title II, CTE or LAP) to align program delivery in compliance with Federal and State regulatory parameters with available funding are not included on this REP, are routine and customary, and are authorized by the Board of Directors.
3. Categorical program adjustments for 2010-11 will respond to Federal requirements associated with Adequate Yearly Progress (AYP). These adjustments include the reassignment of 3 instructional facilitators to school classrooms. The REP does retain 10 categorically funded instructional facilitators in a modified delivery model to support student achievement. Various other reductions and reassignments of certificated and classified staff are routine and customary, and are incorporated into this authorization.



# 2010-11 Budget Planning

## Reduced Educational Program Board of Directors Meeting

April 20, 2010

# Presentation Outline

- Purpose of Reduced Educational Program
- Review of positions cut last year
- State funding cuts drive REP for 2010-11
- Fiscal Advisory Council work
- 2010-11 Reduced Educational Program
- Outlook for 2011-12
- Next Steps



# Purpose of REP

- Substantial reductions warrant REP process
- REP adoption formalizes the recommendations made by the FAC and administration
- REP adoption is an essential step in the budget development process
- REP identifies budgeted positions to be reduced but does not identify specific personnel
- REP is required prior to initiation of a Reduction in Force for district staff, subject to CBAs

# Review of Positions Cut Last Year

■ Staff is 85% of total general fund

■ Staff reductions implemented in 2009-10

□ Central Administration 8.5 FTE

□ Teachers 44.0 FTE

Enrollment 3 FTE  
Targeted Assistance Classes 14 FTE  
Facilitators/coaches 23 FTE  
Reading support 3 FTE  
Counseling 1 FTE

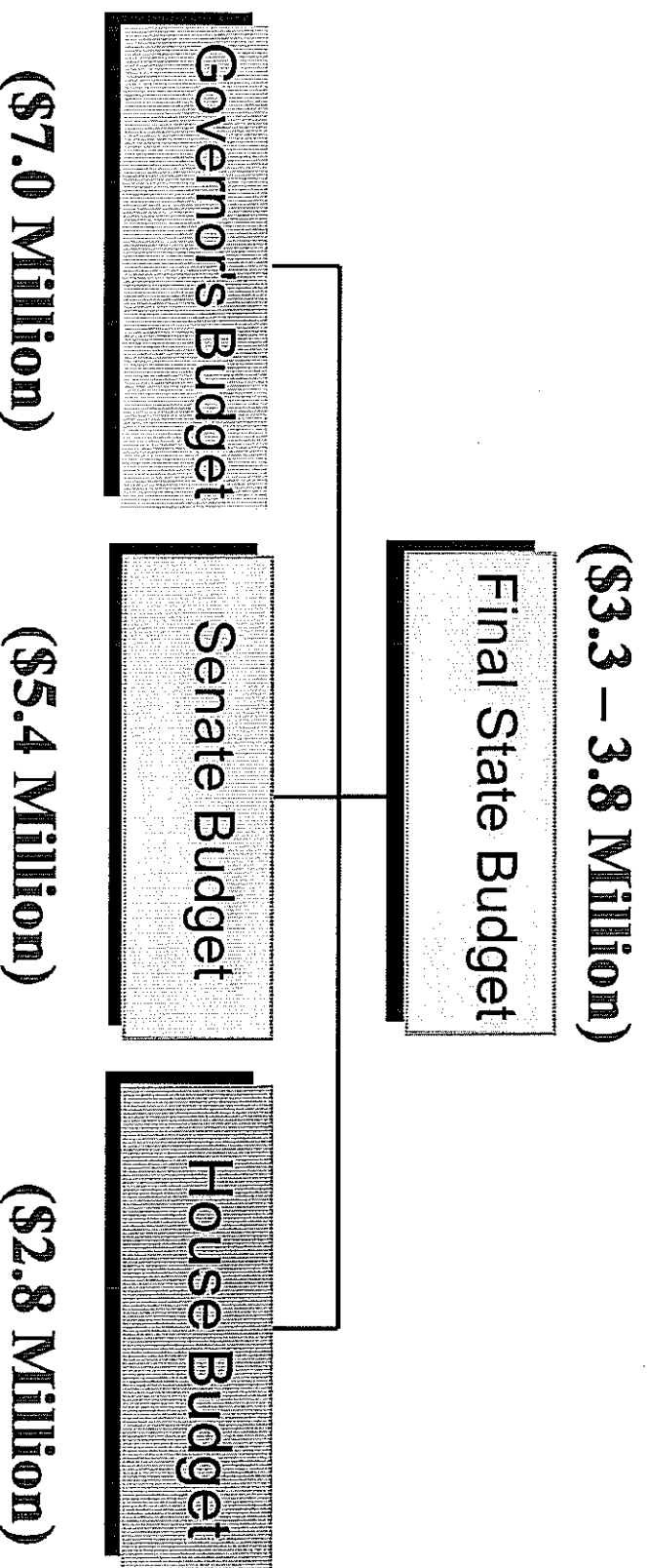
□ Paraeducators 11.6 FTE

□ Classified Staff 13.1 FTE  
Maintenance, Custodial, Info Technicians, Clerical

# State Funding Cuts Drive REP

- Final budget more favorable than Governor's

Estimated Local Impact of 2010 Supplemental Budget Proposals



# State Funding Cuts Drive RFP

- State focus has been on class size funding
  - I-728 Student Achievement
  - K-4 class size reduction
- State cut is \$2.9 million for Everett
- Levy increase is offset by rising local costs
  - Fixed overhead costs (\$ 392,000)
  - Increased labor costs (\$1,770,000)
  - Planned 2010 I-728 cut (\$ 568,000)
  - Use of carryover funds (\$ 298,000)
  - Local levy increase \$2,620,000
- Net reductions range \$3.3 - \$3.8 million

# State Funding Cuts Drive REP

Version 1.3

Prepared by: Office of Superintendent of Public Instruction

## Estimated Impacts of 2009-11 Proposed Supplemental Budget(s) on State Revenues

Based Upon School Districts' Budgeted 2009-10 Data Except Where Noted Below

Sum of Change		2010-11 Projected Funding Level	Governor's Budget Difference from 2010-11 Projected	Senate Budget Difference from 2010-11 Projected	House Budget Difference from 2010-11 Projected	Final Budget Difference from 2010-11 Projected
Group	Description					
Basic Programs	Basic Education Programs	95,653,515	19,859	(20,750)	(20,750)	(20,750)
	Special Education	11,171,625	2,202	(2,310)	(2,310)	(2,310)
	Transportation Operations	4,455,655	2,362	(2,362)	(2,362)	(2,362)
	Learning Assistance Program	1,689,529	419	(419)	2,216	2,216
	Transitional Bilingual	1,506,387	0	0	0	0
Basic Programs Total		114,476,711	24,842	(25,840)	(23,205)	(23,205)
Extended Basic Programs	Highly Capable	164,507	(164,507)	(37)	(37)	(37)
	Inflation Costs of Health Insurance	423,686	0	0	0	0
	Classified Staff Ratio Reduction	0	0	(345,985)	0	0
	K-4 CIS Staff Ratio Change	0	(2,734,748)	(2,513,903)	(281,933)	(704,939)
	LEAP 2 Salary Sched Revisions - CIS LID	0	(358,391)	(358,391)	(358,391)	(358,391)
Extended Basic Programs Total		588,193	(3,257,646)	(3,218,316)	(640,361)	(1,063,367)
Selected Grants and Allocations	Local Effort Assistance (see notes for final)	299,367	(215,544)	0	0	0
	I-728 – Student Achievement	1,771,096	(1,771,096)	(1,771,096)	(1,771,096)	(1,771,096)
	Full Day Kindergarten	396,997	(396,997)	(20,532)	(558)	(1,497)
	Middle School Vocational	0	0	0	0	0
	Summer Skills Center	0	0	0	0	0
Selected Grants and Allocations Total		2,467,460	(2,383,637)	(1,791,628)	(1,771,654)	(1,771,654)
Grand Total		117,532,364	(5,616,441)	(5,035,784)	(2,435,220)	(2,859,166)

# Work of Fiscal Advisory Council

- Commitment to a balanced recommendation
  - 11 workshop meetings – 22 hours
  - Data and homework between meetings
  - Program and department presentations
  - Learning public education complexity
  - Facilitation of 3 evening community meetings
  - Preliminary list of over \$7 million reductions
  - Published the formal report on the District website

# Work of the Fiscal Advisory Council

## ■ Broad representation of diverse backgrounds

Community, non profit, parent	<b>Ted Wenta</b>		Principal – Cascade High	<b>Cathy Woods</b>
Community, business, parent	<b>Tom Lane</b>		Principal – Evergreen Middle	<b>Joyce Stewart</b>
Community, retired, parent	<b>Pam LeSesne</b>		Principal – View Ridge Elementary	<b>Kert Lenseigne</b>
Community, business, parent	<b>Eric Sprink</b>		Exec. Director – Area One	<b>Jim McNally</b>
Student – Cascade High	<b>Vietkhanh Vu</b>		Chief Academic Officer	<b>Terry Edwards</b>
Student – Everett High	<b>Josh Ogden</b>		Exec. Director Human Resources	<b>Lynn Evans</b>
Staff representative	<b>Jared Kink</b>		Exec. Director Special Services	<b>Kris McDowell</b>
Staff representative	<b>PattyAnn Toomey</b>		Exec. Director, Facilities & Operations	<b>Mike Gunn</b>
Staff representative	<b>Jodie Moyer</b>		Exec. Director, Finance & Operations	<b>Jeff Moore</b>

# 2010-11 Reduced Educational Program

## ■ Pupil Transportation - \$423,000

### □ One mile radius

#### ■ Targeted bus stops to maximize revenues

#### ■ Students within radius may walk out to stops

### □ Established safe walkways

### □ Utilization of adult crossing guards

### □ Relocation of the ESD 189 NWRLC program

## ■ Utilities Energy Savings - \$75,000

### □ Temperature management

### □ Automated computer shut downs



# 2010-11 Reduced Educational Program

- Software Licenses - \$150,000
  - Wide Area Network (fiber optics) savings
  - Annual review and reassessment
- 5% Cut in Discretionary Spending - \$220,000
  - School and department spending
- Increased Revenues - \$111,000
  - Athletic participation fees
  - Building rental fees

# 2010-11 Reduced Educational Program

## ■ Central Support Staff - \$461,000

- Director
- Manager Specialists
- Clerical / technician hours
- Environmental program support
- Funding for Information systems staff

# 2010-11 Reduced Educational Program

- **Elementary certificated staff\* - \$1,384,000**
  - Increased number of classrooms at or near goal
  - Increased number of multi-age classrooms
- **Secondary certificated staff\* - \$784,000**
  - Increased number of classrooms at or near goal
  - Increased scheduling challenges for student choice
- **Basic education funded facilitators - 184,500**
  - Reduced instructional support

\*Actual certificated staffing reductions will be based upon actual enrollment and specific program needs

## 2010-11 Reduced Educational Program

- Numerous areas were considered but not recommended for reduction, including:
  - Special Education
  - Early Childhood Educational Assistance Program
  - Distance Learning
  - Home School
  - NJROTC
  - State Institutions (Denney Youth Center)

# 2010-11 Reduced Educational Program

## ■ Implications for Categorical Programs

### □ CTE

- Reorganize staffing within funding available

### □ Curriculum & Assessment

- Reorganize staffing within funding available
- Reduction of 2 facilitators funded by State Math / Science grant

- Reduction of 1 facilitator funded by Title I

- Redirect remaining Title & LAP to support AYP

- Retain 10 facilitators funded by Title and LAP

### □ Highly Capable

- Increased number of classrooms at or near goal

# 2010-11 Reduced Educational Program

- Certificated staff RIF will not occur
  - Leaves of Absence
    - Last year (total) – 23 FTE
    - This year (April) – 14 FTE
  - Retirements
    - Last year (total) – 6 FTE
    - This year (April) – 10 FTE
  - Resignations
    - Last year (total) – 14 FTE
    - This year (April) – 9 FTE
- 10 FTE additional leaves, retirements and/or resignations are needed

# Outlook for 2011-12

- Economic uncertainty continues to cloud the picture for the 2011-13 State Budget
  - COLA restoration and catch-up
  - I-728 restoration and catch-up
  - Retirement rate increases
  - Modified funding model
- Federal ARRA support ends
  - IDEA funding - \$2.11 million
  - Title I funding - \$1.16 million
  - Title X funding - \$30,000
- Access to fully approved levy amounts are insufficient

# Next Steps

- Formal development of the operation budget
  - State required F-195 budget document
  - Staffing process logistics
- May 11 ASB budget presentations
- June 22 operating budget presentation and public hearing
- July 6 adoption of 2010-11 operation budget
- July/August implementation of budget
- September adjustments based upon actual student enrollment



# Questions?



**Fiscal Advisory Council  
March 26, 2010  
Report to the superintendent**



**Everett Public Schools**

**Board of directors and superintendent's commitment to community process**

During the last decade, state and federal funding has not kept pace with increasing operational costs for K-12 education. As a result, Everett Public Schools went through processes to reduce expenses in 2003 and again in 2006. Then in 2009, the district was forced to make the largest reductions in recent history – \$9 million to prepare for school year 2009-10. Each time cuts were made, the district sought to protect classrooms, teachers, instructional programs, instructional support and class size, and to ensure that students are able to learn in safe, clean and nurturing schools.

The Everett Public Schools board of directors maintains strong fiscal oversight of district operations and supports the administration's proactive financial planning to ensure long-term financial viability.

The board recognizes that, again, difficult decisions must be made to maintain a prudent General Fund balance for school year 2009-10 and beyond. The board also recognizes that a decade's worth of cuts made as far away from the classroom as possible now make it more difficult to make more support service reductions without impacting instructional programs and operational stability.

The superintendent and board are faced with making extremely difficult decisions to reduce or cut staff, instructional programs, student services, and/or support operations. The board and superintendent consider community input essential in this difficult process. The board and superintendent believe in governance transparency. They also know that community input broadens their abilities to include community priorities in budget deliberations.

In December 2009, the superintendent convened an ongoing Fiscal Advisory Council (FAC) to advise the work of preparing budget reductions for the board's consideration.

FAC's purpose is: (a) to obtain a higher level of understanding of district fiscal operations, (b) to be informed of the current fiscal status as well as the future fiscal outlook, and (c) to offer recommendations to district leadership and the superintendent about future fiscal priorities, operational efficiencies and potential program reductions. The FAC includes community members and key staff representation to integrate a range of education and community input essential to successful fiscal planning.

**In December 2009, the superintendent convened an ongoing Fiscal Advisory Council (FAC) to advise the work of preparing budget reductions for the board's consideration.**



## Everett Public Schools

### **District facts**

18,000+ students  
17 elementary schools  
5 middle schools  
3 high schools  
1 alt. high school

### **Superintendent**

Dr. Gary Cohn

### **Board of directors**

Ed Petersen,  
president  
Kristie Dutton,  
vice president  
Carol Andrews  
Jessica Olson  
Jeff Russell

## Fiscal Advisory Council

The FAC recommendations are advisory; they are written as a priority set of budget reductions that district leadership and the superintendent could consider presenting to the school board. The superintendent is not obligated to accept the council's recommendations in whole or in part. However, historically, the superintendent has fully considered and highly valued the recommendations of all district advisory councils.

### **District overview and local economic outlook**

Everett Public Schools is located in Snohomish County, in northwest Washington state. An estimated population of more than 125,000 live within the county's boundaries.

The school district boundaries encompass 39 square miles and include most of the cities of Everett and Mill Creek, as well as portions of unincorporated Snohomish County. Everett Public Schools is the second largest school district in Snohomish County and the twelfth largest in the state. Everett is the largest city in the county and serves as its economic and cultural center, as well as the county seat.

The Everett/Mill Creek/Snohomish County economy continues to diversify with major industries including aircraft production, high-tech electronic and electrical equipment manufacturing, pharmaceutical, health care, transportation and a variety of other industrial and commercial businesses. The expanding economic base also includes increased port activity and the U.S. Navy's homeport in Everett. As the population is projected to grow, so too will the government and education sectors, as they respond to rising service demands. With steady student enrollment numbers, WASL scores that consistently outperform state averages, and excellent community support, the district continues to have strong tax-base growth and remains an attractive choice for families.

The Everett area has traditionally enjoyed a strong economy. Recent years have seen downturns in the nation's economy. There has been an increasing trend in unemployment rates in the nation, statewide and here in Snohomish County. While Snohomish County's unemployment rate was 7.1 percent as of December 2008, and has increased to 10.3 percent as of December 2009, it is consistent with the challenges faced across our state and throughout the nation. While local economists are pleased with signs that the economy is improving, they recognize that the unemployment rate will likely be slow to recover.

We do continue to see increases in housing starts and commercial construction, areas that contributed to job loss over the past year. Also,

## Fiscal Advisory Council

the recent successes of Boeing's December 15, 2009, maiden flight of the 787 and the February 8, 2010, first flight of the revolutionary 747-8 are breathing new life into the local aerospace industry.

Successful economic development efforts have created a diversification of business and industry. Diversification, combined with the noted major municipal projects, has made the area less susceptible to ups and downs of aerospace industry. Snohomish County should continue to be an attractive center for business growth in the years ahead because of land availability, office and manufacturing space, access to various modes of transportation, strong education systems and the recreational opportunities and physical beauty of the Pacific Northwest.

### State funding cutbacks and the impact on Everett Public Schools

#### Fall and winter 2008-09

The national recession loomed large in the fall of 2008 as Washington state prepared for the 2009 legislative session and the 2009-11 biennium budget process. Revenue forecasts became increasingly grim, culminating in a \$9 billion state dollar shortfall by the end of that legislative session.

Although federal stimulus dollars from the American Recovery and Reinvestment Act (ARRA), at first sounded promising, when all was said and done, federal funding merely offset drastic cuts made by the state to K-12. The state's action of supplanting state dollars with federal dollars was a temporary fix with long-term impacts. Federal dollars will be gone in 2011-12. If the state does not have a stable funding source for K-12 education by that time, this district and others will be faced with even deeper cuts for that school year and beyond.

During the tumultuous legislative session of 2009, the district's Budget Advisory Committee (predecessor to the FAC) worked to define and enact approximately \$9 million reductions for the 2009-10 school year.

#### Spring 2009

On April 28, 2009, the board of directors approved a *Reduction in Educational Program* which outlined a broad and diverse range of reductions which included eliminating more than 77 staff positions:

#### **Administration**

8.5 FTE

(Assistant principal, human resources, special education & info tech directors, communications coordinator, curriculum specialist, other FTE)

#### **Teachers**

44 FTE



**Everett Public Schools**

**Federal dollars will be gone in 2011-12. If the state does not have a stable funding source for K-12 education by that time, this district and others will be faced with even deeper cuts for that school year and beyond.**



## Everett Public Schools

**The governor's December 2009 budget proposal slashed Initiative 728, the "K-4 class size ratio," all day kindergarten, highly capable program, and a state-funded day for teachers to work on local curriculum and instructional initiatives.**

Enrollment decline (3 FTE)  
I-728 Targeted assistance classes (14 FTE)  
I-728 Facilitators/Instructional coaches (23 FTE)  
I-728 Reading support (3 FTE)  
Counseling (1 FTE)

<b>Paraeducators</b>	11.6 FTE
<b>Classified Staff</b>	13.1 FTE
(Maintenance, custodial, info tech technicians, clerical)	

### Summer 2009

In the summer of 2009 the state revenue picture continued to darken, and by fall, the discussion in Olympia was again focused on how to wrestle with an additional \$2.6 billion dollar shortfall for the final year of the 2009-2011 biennium. State services across the state were again in jeopardy of deep reductions. Because K-12 education constitutes more than 41 percent of the state General Fund, districts across the state began bracing for another round of cuts.

### December 2009

The governor issued her budget in late December. Her proposal slashed Initiative 728, the "K-4 class size ratio" which has historically helped keep the youngest students in the smallest classes, all day kindergarten, highly capable program, and a state-funded day for teachers to work on local curriculum and instructional initiatives.

### Winter 2010

The legislative session began on Jan. 11, 2010, and the House of Representatives and Senate began budget development work. In February, the revenue forecast reported that the state's shortfall had deepened from the early estimate of \$2.6 billion to more than \$2.8 billion. On the heels of that news, the House and Senate issued their separate versions of how to fund state services.

The table on the following page is an estimate of the state budget impacts for Everett Public Schools as determined by the Office of Superintendent of Public Instruction (OSPI).

## Fiscal Advisory Council

Description	2010-11 projected funding level	Current 2009-10 funding (Nov 2009)	Governor's budget dif- ference from 2010-11 projected	House budget difference from 2010- 11 projected	Senate budget difference from 2010-11 projected
Basic Education programs	95,653,515	95,398,226	19,859	(20,750)	(20,750)
Learning Assistance program	1,689,529	1,683,420	419	2,216	(419)
Special Education	11,171,625	11,142,394	2,202	(2,310)	(2,310)
Transitional bilingual	1,506,387	1,506,387	0	0	0
Transportation operations	4,455,655	4,435,975	2,362	(2,362)	(2,362)
Classified staff ratio reduction	0	0	0	0	(345,985)
Highly capable	164,507	164,507	(164,507)	(37)	(37)
Inflation costs of health insurance	423,686	0	0	0	0
K-4 CIS staff ratio change	0	0	(2,734,748)	(281,933)	(2,513,903)
LEAP 2 salary sched revisions - CIS LID	0	0	(358,391)	(358,391)	(358,391)
Full day kindergarten	396,997	394,485	(396,997)	(558)	(20,532)
I-728 – student achievement	1,771,096	2,338,874	(1,771,096)	(1,771,096)	(1,771,096)
Local effort assistance	299,367	318,980	(215,544)	0	0
Middle School vocational	0	0	0	0	0
Summer Skills center	0	0	0	0	0
Impact to Everett Public Schools	117,532,364	117,383,248	(5,616,441)	(2,435,220)	(5,035,784)

### December 2009 through spring 2010

The FAC began work in December 2009 and since Wednesday, January 13, 2010, has met once a week to develop a recommended list of reductions for the 2010-11 school year.

The FAC philosophy has been *"hope for the best, and prepare for the worst."* Thus, the FAC has defined a "worst case scenario" list of reductions. Their total of \$7 million in cuts is based upon figures in the OSPI chart above and the expected increased costs of operating the school district next year.

To conduct their work, the FAC examined background and detailed financial information about the district, how well students in the district are learning and the systems in place to support that learning. Throughout their work, the council requested and was presented with data and information necessary to ensure that members had a balanced and grounded understanding of operations and educational programs.



## Everett Public Schools

**The district's extended graduation rate is now at 90.2%. The dramatic increase is the result of strategic work and strategic use of General Fund dollars.**

### Background – enrollment history and how it relates to funding

The district is fortunate to have had consistent and slightly increasing enrollment over the past several years and for that trend, according to projections, to continue for the next ten years. Appendix A provides data on enrollment projections for years 2010-2020. The state allocates the lion's share of school district funding "per pupil." Therefore, school districts with declining enrollment face double jeopardy – less per pupil funding from the state and the impact of the state's history of cutting K-12 funding.

### Background – history of student achievement

#### Graduation rate now at 90.2 percent

The dramatic increase in the extended graduation rate for Everett Public Schools is the result of strategic work and strategic use of General Fund dollars.

Each winter, OSPI publishes graduation rates for each school district in the state. Those rates reflect data from the previous school year. Everett Public School's 90.2 percent extended graduation rate reported in March 2010 is based upon data for students who graduated in 2009.

Graduation year:	Reported by OSPI in:	On time graduation rate	Extended graduation rate	Dropout rate
2003	Winter 2004	<u>53.0%</u>	Not reported	6.7%
2004	Winter 2005	<u>58.0%</u>	<u>61.0%</u>	11.7%
2005	Winter 2006	<u>62.6%</u>	<u>66.7%</u>	6.7%
2006	Winter 2007	<u>74.2%</u>	<u>79.6%</u>	4.8%
2007	Winter 2008	<u>73.7%</u>	<u>79.2%</u>	4.8%
2008	Winter 2009	<u>76.8%</u>	<u>81.5%</u>	4.4%
<b>2009*</b>	<b>Winter 2010</b>	<b>83.77%</b>	<b>90.27%</b>	<b>2.41%</b>

\*As of the date of this news release, OSPI has authorized the district to release graduation rate information, but has not published statewide data on the OSPI website.

#### Test scores higher than rest of the state

Tests taken in schools around the state each spring were, until this year, known as "WASL" or Washington Assessment of Student Learning. While the test name is different now, what has remained consistent over



## Fiscal Advisory Council

the last few years is that Everett Public Schools students do better on those state tests than most of the rest of the state.

2009 WASL scores in Everett Public Schools, compared to state WASL scores				
Grade	Reading	Writing	Math	Science
10	+4.5	+1.7	+6.6	+11.9
8	+7.4		+4.6	+11.6
7	+9.7	+7.6	+3.8	
6	+6.5		+2.4	
5	+4.8		+7.1	+12.5
4	+3.4	+4.7	- 2.8	
3	+2.4		+3.1	

The chart above includes 2009 WASL scores for every grade and every test that the state administered last spring. This was the first year in the last three that any subject area at any grade was lower than a state score. Schools have been using state and federal funding this year to focus on instruction that will improve math learning, with a goal of increasing student scores in that area – at the same time they are working to improve the scores in all subjects and at each grade for each student.

### More students are taking more challenging classes

In 2005, only 330 individual high school students in the district's three comprehensive high schools took just 395 Advanced Placement (AP) exams. Four years later, in 2009, 550 individual students took 734 AP exams.

In 2005, only 45 percent of the tests taken by AP students earned scores high enough to qualify the students for college credit. In 2009, the percent of tests qualifying for college credit had jumped to 60 percent.

More students are taking more AP classes and feeling confident enough to take the challenging tests, and they are increasingly scoring higher on those tests. These students are now eligible for college credit and have cost- and time-saving advantages after high school.



**Everett Public Schools**

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## Everett Public Schools

**The work required to ensure that each student learns well and graduates on time does not come for free.**

**As dollars dry up, districts must use a balanced approach to reduce costs so that systems and programs necessary to support student learning remain viable.**

The work required to ensure that each student learns well and graduates on time does not come for free. State and federal funding, put to the correct use, pays for student achievement because it makes it possible to strategically enact programs and systems that support student learning. When the funding is cut so dramatically, it will impact how long any school district can sustain support programs. As dollars dry up, districts must use a balanced approach to reduce costs so that systems and programs necessary to support student learning remain viable.

### **Background – how district spending compares to other districts of similar size**

OSPI compiles financial information about every school district in the state and [publishes financial data on their website](#). Using that information, it is possible to compare how districts spend money in various categories. The data shows that Everett Public Schools compares favorably to the state's other similarly-sized districts with student populations of between 10,000 and 20,000.

Charts included in Appendix B give full details about each category summarized in the chart on the following page.

## Fiscal Advisory Council

<b>Spending category</b>	<b>What is included in this category</b>	<b>Percent of general fund spent in Everett</b>	<b>Average percent spent on this category by similarly-sized districts</b>	<b>What this says about district spending – see full charts in Appendix B</b>
<i>Teaching and classroom support</i>	Teachers, teacher aides (paraeducators), supplies, coaches, activity advisors, librarians, counselors, student security, psychologists, speech and health services	72.9%	69.9%	Everett Public Schools spends more on teaching and classrooms than 18 districts of the state's 21 school districts of comparable size.
<i>Just classroom and teaching support</i>	Librarians, counseling, student security, recess supervision, psychologists, speech and health services	10.6%	8.6%	Everett spends a larger percentage in this area than any of the other 20 school districts of comparable size as shown in the chart in Appendix B.
<i>Special Education</i>	Staffing, services, equipment, materials and transportation	12.8%	12%	Everett spends more to support special education programs than 12 comparably sized school districts and less than 8 districts of similar size.
<i>School and central support staff</i>	School and district administrators, technical and clerical staff, their supplies and materials	11.9%	12.7%	Everett is squarely in the middle of spending in this category. Ten school districts spend less in this category, and 10 spend more.
<i>District support staff</i>	School board, superintendent, human resources, finance, information systems, communications, maintenance	12.2%	13.8%	Everett spends less in this category than 16 comparably-sized districts.
<i>Maintenance and Operations</i>	Maintenance of schools and grounds, school custodians, utilities and school security	7.1%	8.3%	Everett spends less in this category than all other districts but one.



## Everett Public Schools

**To gain context for the recommendations the FAC was to produce, the council learned about the complexity of rules, regulations and statutory requirements governing public schools.**

## Fiscal Advisory Council

### The Council's beginnings – some parameters for its work

To gain context for the recommendations the FAC was to produce, the council learned about the complexity of rules, regulations and statutory requirements governing public schools. The following parameters helped define their work:

1. The district is supported by five state-prescribed funds identified as General, Capital, Associated Student Body, Transportation Vehicle, and Debt Service. While each has a uniquely defined purpose, the focus of the council was on the "General Fund" as the district's primary operating fund covering the daily costs associated with student instruction.
2. The processes used to balance the budget were to incorporate adequate community input to ensure that recommended outcomes were consistent with the views of parents, staff and the general public.
3. The General Fund budget and ongoing fiscal planning must fully consider appropriate ending fund balances over a number of years. For each year, an adequate ending fund balance will be maintained in accordance with the board defined target of five percent of total expenditures.
4. The budget must comply with applicable state and federal laws.
5. The budget must be responsive to Everett Public Schools policies and procedures, the Strategic Plan and board value statements.
6. The budget will respect current collective bargaining agreements.

### The Council's beginnings – what the superintendent charged them to do

1. Focus on student achievement – Fully consider the balance of all district programs which both collectively and individually support the unique achievement needs for each student in our district. Student achievement is dependent upon academic programs that are tailored to each student's success as well as extracurricular activities, adequate supervision and student safety, and learning in a clean and supportive environment. Additionally, the council must address the inherent overhead and acknowledge that all programs from technology, finance and personnel to curriculum, assessment and athletics, are integral with the delivery of instruction.
2. Commit to big-picture thinking – The General Fund is supported by a multitude of state, federal and local revenue sources, each with a varied level of specific spending and reporting requirements. Equally complex are the regulatory requirements associated with the delivery of instruction. This multifaceted reality requires the council to

## Fiscal Advisory Council

consider the uniqueness of each student served and carefully weigh the needs of each prior to defining individual areas of reduction.

3. Identify program reductions for the 2010-11 operating budget based upon projection targets – Recommend to the superintendent a prioritized list of proposed expenditure reductions that:
  - Fully consider the depth and breadth of prior reduction processes in 2003, 2006 and more recently in 2009. Determine the ramifications of such reductions and their impact on student achievement supported by all district operations as a basis for shaping future recommendations.
  - Respect the parameters used by prior budget advisory committees, including mitigating the impact of budget cuts on students' learning improvement.
  - Engage in active discussions and request additional data as necessary to support informed recommendations for future action.
4. Adhere to the annual budget development cycle – The council commenced in December to establish a work plan that identifies the key milestones for critical information and decisions necessary to develop a draft list of recommendations for community input on Wednesday, Feb. 17, 2010.
5. Recommend a set of prioritized program reductions – Submitted a final list of prioritized recommendations to the superintendent's cabinet on March 5, 2010.
6. Commit to ongoing participation through 2011 – Council members will continue to meet as needed to support final 2010-11 budget development and to provide fiscal recommendations that respond to legislative outcomes, significant shifts in available resources, and significant shifts in expenditures. Members will continue to support the future fiscal activities in preparation for the potential reduction in programs for the 2011-12 operating budget.

### Fiscal Advisory Council members – who they are; who they represent

Ted Wenta	Community member, youth nonprofit, parent
Tom Lane	Community member, business, parent
Pam LeSesne	Community member, retired U.S. Navy, parent
Eric Sprink	Community member, business, parent
Vietkhanh Vu	Cascade High School student
Josh Ogden	Everett High School student
Jared Kink	Staff representative
PattyAnn Toomey	Service Employee's Association representative
Jodie Moyer	Office Professionals' Association representative
Cathy Woods	Cascade High School principal
Joyce Stewart	Evergreen Middle School principal



## Everett Public Schools

### Council members

Ted Wenta  
Tom Lane  
Pam LeSesne  
Eric Sprink  
Vietkhanh Vu  
Josh Ogden  
Jared Kink  
PattyAnn Toomey  
Jodie Moyer  
Cathy Woods  
Joyce Stewart  
Kert Lenseigne  
Jim McNally  
Terry Edwards  
Lynn Evans  
Kris McDowell  
Mike Gunn  
Jeff Moore

**Members will continue to support the future fiscal activities in preparation for the potential reduction in programs for the 2011-12 operating budget.**



## Everett Public Schools

**Members reviewed the records of past district budget reductions, brainstormed lists of revenue generating and budget-cutting ideas, discussed each of those and made modifications as necessary.**

## Fiscal Advisory Council

Kert Lenseigne	View Ridge Elementary principal
Jim McNally	Executive Director, K-12 Education, Area 1
Terry Edwards	Chief Academic Officer
Lynn Evans	Executive Director, Human Resources
Kris McDowell	Executive Director, Special Services
Mike Gunn	Executive Director, Facilities and Operations
Jeff Moore	Chair, Executive Director, Finance and Operations

### Fiscal Advisory Council process – how they arrived at the recommendations

Using the same process for each area examined, the council reviewed ideas that would generate revenue, enhance operational efficiencies and reduce current program/staff costs. The material they analyzed during meetings and in their "homework" was a combination of material the district provided in advance, and reports and data the council requested. Administrative staff gave a series of detailed reports to the council which helped set the context for recommendations and generated council discussions.

The council developed a list of pros and cons about each potential recommendation and discussed that information as a large group and in small groups. Members also reviewed the records of past district budget reductions, brainstormed lists of revenue generating and budget-cutting ideas, discussed each of those and made modifications as necessary.

To address the target of \$7 million in reductions (based upon the chart of estimated district impacts on pages 17 and 19 in this report and the anticipated operational costs for next year), the council sorted through data and potential reductions to narrow the list. The objective was to develop a draft list for March 8, 11 and 18 public meetings.

In three public evening meetings in March, Dr. Cohn gave a 30 minute overview of school finance. The next 60-90 minutes were spent in small group discussions with FAC members as facilitators. Participants spent time understanding the basis for each of the 15 areas in the FAC's draft. Participants then prioritized their own lists and finished the evening by developing a group list of the top four recommended reductions and the four areas they felt should be safeguarded against reductions.

The meeting dates and locations were:

- Monday, March 8, 2010 H.M. Jackson High School
- Thursday, March 11, 2010 Eisenhower Middle School
- Thursday, March 18, 2010 Longfellow Building Annex

## Fiscal Advisory Council

All parents and staff members were notified about the meetings. Every family with a student enrolled in the district was invited using the district's Connect-ED phone system. The district's *InTouch* email system sent two separate notifications to that system's 12,000 subscribers. News releases announcing the event were sent twice to local media, and the March 10, 2009, *Snohomish Tribune* included a factual and balanced story about the March 8 meeting process and the budget challenges facing the district.

Participation each night was disappointingly fewer than 25 individuals. However, the quality of discussion and the public comments garnered at each event were meaningful. Participants confirmed that while state cuts target class size, the district should take a balanced approach to budget planning that minimizes the impact to student achievement.

Throughout the FAC process and during public meetings, there were frequent requests to consider reducing labor costs a number of ways, including salary reductions, furloughs and reduced number of contract days.

The FAC understands that, while the district and its labor partners will thoroughly discuss all possible options, labor agreements in place now cannot be altered by a request from the FAC.

While the FAC was working in Everett, the legislative process continued in Olympia. The House and Senate worked to agree upon a conference budget for the remainder of the biennium. The good news during these bleak times is that legislative budget work appeared to lessen some of the concern generated in December when the governor's budget was released.

As a result, the FAC was asked to prioritize the overall cut list into two recommendations – one for \$3 million and another for \$5 million. Using information from their hours of meetings, homework and what they learned at the public meetings, FAC members individually prioritized what should be on those two recommendations.

The FAC met 11 times as a group and more often in small groups. They logged more than 22 hours of education and analysis, learning about district operations and potential reductions. The group confirmed that the level of detail defined in their recommendation was appropriate and consistent with their ability to make informed decisions. They expect that the administration will use the information from their council work and public meetings for the process of making administrative budget recommendations to the board of directors. The FAC understands that



**Everett Public Schools**

**The FAC understands that, while the district and its labor partners will thoroughly discuss all possible options, labor agreements in place now cannot be altered by a request from the FAC.**



**Everett Public Schools**

**Each council member is representative of a larger group with its own purpose, role, and perspective within the school district and greater Everett community. Our diversity is one of our strengths.**

## **Fiscal Advisory Council**

the board must legally approve the 2010-11 budget document for the 2010-11 school year.

### **Fiscal Advisory Council's statement of group consensus**

The members of the Fiscal Advisory Council acknowledge our role as an advisory committee with the purpose of "offering recommendations to the district leadership and superintendent regarding future fiscal priorities, operational efficiencies and potential program reductions." Each council member is representative of a larger group with its own purpose, role, and perspective within the school district and greater Everett community. Our diversity is one of our strengths.

The following recommendations were reached based upon a deliberate process and foundation of education, discussion, and public input. Although any one individual recommendation herein may not represent, or meet with, universal or unanimous approval, we do attest as a group that the recommendations as a whole are the result of a thoughtful process that lead to an overall consensus in an environment in which each individual member's perspective was shared and heard. These recommendations are offered in a spirit of collaboration and represent our best efforts to reach a balanced proposal while honoring the district's mission of educating each child to high standards.

### **Hoping for the best; preparing for the worst**

#### **Fiscal Advisory Council's recommendations to reduce costs by \$5 million**

The following table is a list of \$7 million in possible reductions. Using this chart, FAC members were asked to prioritize approximately \$5 million in a combination of reductions or revenue enhancements.

The low and high columns indicate the range of individual responses provided by members. The average column indicates the average percentage of all members for that reduction. The final column matches an average dollar amount of reduction or revenue generation to the average percentage of value that item had among FAC members.



## Budget Reduction Model - \$5 Million

### Fiscal Advisory Council – Reduced Educational Program for 2010-11

**FAC members independently evaluated the defined \$7 million list of reductions to assign a percentage for each of the 15 categories. This table includes the lowest and the highest percentage listed by any one member and the overall average. The cost model then totals the accumulation of the average.**

\$7 Million List Estimated Value	Description of Reduction	Percent of \$7 million total			Estimated Value
		Low	Average	High	of Average %
<b>Districtwide nonemployee cost reductions</b>					
\$400,000	<b>Student transportation</b> - Currently the district provides busing at our elementary and middle schools at a higher level than that required and funded by the state. This reduction would stop busing for students who live within one mile of our schools who also meet standards for safe walking pathways.	0%	59%	100%	\$234,286
\$300,000	<b>Student transportation</b> - This proposal would integrate the use of Everett Transit and Community Transit by utilizing vouchers for high school students who can ride public transit instead of school buses.	70%	93%	100%	\$279,643
\$1,183,000	<b>Various savings possibilities</b> - Utility costs, non-essential software licenses, reduced staff training and 7.5-10% reduction of school and departmental discretionary spending.	60%	93%	100%	\$1,098,500
<b>Increased revenues</b>					
\$75,000	<b>Increase athletic use fees</b> - Last year the district joined most neighboring districts by requesting that athletes begin paying a fee for athletic participation. This action would increase middle school from \$25 per sport to \$40 and high school from \$75 per sport to \$100.	0%	93%	100%	\$69,643
\$54,000	<b>Increase community rental fees</b> - The district recovers part of the cost for community use of our facilities through rental fees. This proposal would increase those rates by 15%.	0%	92%	100%	\$49,846
\$185,000	<b>Increase lunch prices</b> by 25 cents to a total cost of \$2.75 at elementary school, \$3.00 at middle school and \$3.25 at high school.	0%	93%	100%	\$171,786
<b>Central support staff reductions</b>					
\$720,000	<b>Reduce central administrative and support positions</b> of 106 staff members by 7. (6.6%) This would include individuals on both the administrative and professional technical salary schedule.	40%	70%	100%	\$506,571
\$59,000	<b>Reduce maintenance/grounds</b> of 34 staff members by 1. (2.9%)	0%	89%	100%	\$52,679
<b>School support staff</b>					
\$160,000	<b>Reduce school clerical, paraeducator, health services and other school support positions</b> of 271 staff by 3. (1.1%)	0%	49%	100%	\$78,857
\$105,000	<b>Reduce custodial positions</b> of 73 staff by 2. (2.8%)	0%	63%	100%	\$65,625
<b>Athletics</b>					
\$28,000	<b>Reduce high school coaches and advisors</b> by 3 per school.	0%	82%	100%	\$23,000
<b>Certificated staff</b>					
\$1,890,000	<b>Reduce elementary teaching positions</b> of 456 by 20.5 across 17 schools; continuing to honor class size goals. (4.5%)	42%	59%	90%	\$1,109,700
\$460,000	<b>Reduce middle school teaching positions</b> of 194 by 5 across 5 schools; continuing to honor class size goals. (2.4%)	42%	81%	100%	\$371,943
\$1,020,000	<b>Reduce high school teaching positions</b> of 298 by 11 across 4 schools; continuing to honor class size goals. (3.7%)	42%	64%	100%	\$650,614
\$370,000	<b>Reduce districtwide instructional support</b> of 12 by 4. (33.3%)	0%	77%	100%	\$284,107
<b>\$7,009,000</b>	<b>Total estimated savings</b>				<b>\$5,046,800</b>



## Everett Public Schools

### Fiscal Advisory Council

#### Fiscal Advisory Council's recommendations to reduce costs by \$3 million

The following table is a list of \$7 million in possible reductions. Using this chart, FAC members were asked to prioritize approximately \$3 million in a combination reductions or revenue enhancements.

The low and high columns indicate the range of individual responses provided by members. The average column indicates the average percentage of all members for that reduction. The final column matches an average dollar amount of reduction or revenue generation to the average percentage of value that item had among FAC members.

**The FAC's motto  
was "Hope for  
the best;  
prepare for the  
worst."**

## Budget Reduction Model - \$3 Million

### Fiscal Advisory Council – Reduced Educational Program for 2010-11

*FAC members independently evaluated the defined \$7 million list of reductions to assign a percentage for each of the 15 categories. This table includes the lowest and the highest percentage listed by any one member and the overall average. The cost model then totals the accumulation of the average.*

\$7 Million List Estimated Value	Description of Reduction	Percent of \$7 million total			Estimated Value
		Low	Average	High	of Average %
<b>Districtwide non-employee cost reductions</b>					
\$400,000	<b>Student transportation</b> - Currently the district provides busing at our elementary and middle schools at a higher level than that required and funded by the State. This reduction would stop busing for students who live within one mile of our schools who also meet standards for safe walking pathways.	0%	49%	100%	\$197,143
\$300,000	<b>Student transportation</b> - This proposal would integrate the use of Everett Transit and Community Transit by utilizing vouchers for high school students who can ride public transit instead of school buses.	0%	73%	100%	\$219,643
\$1,183,000	<b>Various savings possibilities</b> - Utility costs, non-classroom software licenses, reduced staff professional development and 7.5-10% reduction of school and departmental discretionary spending.	40%	78%	100%	\$921,050
<b>Increased revenues</b>					
\$75,000	<b>Increase athletic use fees</b> - Last year the district joined most neighboring districts by requesting that athletes begin paying a fee for athletic participation. This action would increase the middle school from \$25 per sport to \$40 and high school from \$75 per sport to \$100.	0%	80%	100%	\$60,268
\$54,000	<b>Increase community rental fees</b> - The district recovers part of the cost for community use of our facilities through rental fees. This proposal would increase those rates by 15%.	0%	68%	100%	\$36,643
\$185,000	<b>Increase lunch prices</b> by 25 cents to at total cost of \$2.75 at elementary school, \$3.00 at middle school and \$3.25 at high school.	0%	82%	100%	\$151,964
<b>Central support staff reductions</b>					
\$720,000	<b>Reduce central administrative and support positions</b> of 106 staff members by 7. (6.6%) This would include individuals on both the administrative and professional technical salary schedule.	0%	46%	100%	\$331,714
\$59,000	<b>Reduce maintenance/grounds</b> of 34 staff members by 1. (2.9%)	0%	51%	100%	\$30,343
<b>School support staff</b>					
\$160,000	<b>Reduce school clerical, paraeducator, health services and other school support positions</b> of 271 staff by 3. (1.1%)	0%	17%	100%	\$27,429
\$105,000	<b>Reduce custodial positions</b> of 73 staff by 2. (2.8%)	0%	9%	50%	\$9,375
<b>Athletics</b>					
\$28,000	<b>Reduce high school coaches and advisors</b> by 3 per school.	0%	48%	100%	\$13,400
<b>Certificated staff</b>					
\$1,890,000	<b>Reduce elementary teaching positions</b> of 456 by 20.5 across 17 schools; continuing to honor class size goals. (4.5%)	0%	19%	35%	\$364,500
\$460,000	<b>Reduce middle school teaching positions</b> of 194 by 5 across 5 schools; continuing to honor class size goals. (2.4%)	0%	40%	100%	\$182,357
\$1,020,000	<b>Reduce high school teaching positions</b> of 298 by 11 across 4 schools; continuing to honor class size goals. (3.7%)	0%	25%	50%	\$258,643
\$370,000	<b>Reduce districtwide instructional support</b> of 12 by 4. (33.3%)	0%	40%	100%	\$146,679
\$7,009,000	Total estimated savings				\$2,951,150

# Appendix A

## *Enrollment history and projections*

The district is fortunate to have had consistent and slightly increasing enrollment over the past several years and for that trend, according to projections, to continue for the next ten years.

The following chart provides data on enrollment history and projections.

The state allocates the lion's share of school district funding "per pupil." Therefore, school districts with declining enrollment face double jeopardy – less per pupil funding from the state and the impact of the state's history of cutting K-12 funding.

**Excerpt from Enrollment Projections 2010-2020 by Educational Data Solutions, LLC (Les Kendrick)**

**Table 2 Enrollment projections by Grade Level Medium Range Scenario**

Everett Enrollment History												Projection											
Birth Year	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Projected Births					
Everett Births	2109	2154	2150	2102	2007	2197	2276	2338	2338														
% Cohort	67.8%	64.6%	66.8%	66.7%	74.4%	71.2%																	
County Births	8496	8545	8703	8344	8592	8675	8924	9070	9570	9795	9953	9776	9873	10053	10235	10337	10428						
% Cohort	16.8%	16.3%	16.5%	16.8%	17.4%	18.0%	17.7%	17.2%	17.0%	16.9%	16.8%	16.7%	16.7%	16.8%	16.8%	16.8%	15.8%						
Enrollment History												Projections											
	Oct-04	Oct-05	Oct-06	Oct-07	Oct-08	Oct-09	Oct-10	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15	Oct-16	Oct-17	Oct-18	Oct-19	Oct-20						
K	1430	1391	1436	1403	1494	1565	1580	1560	1627	1655	1672	1633	1649	1689	1720	1737	1752						
1	1369	1457	1497	1467	1452	1549	1617	1623	1603	1672	1700	1718	1678	1694	1735	1767	1785						
2	1363	1395	1434	1491	1490	1425	1541	1600	1606	1586	1654	1682	1700	1660	1676	1716	1748						
3	1350	1395	1419	1453	1453	1500	1420	1527	1586	1592	1572	1639	1667	1685	1645	1661	1701						
4	1359	1364	1401	1418	1462	1445	1498	1410	1517	1575	1581	1561	1628	1656	1674	1634	1650						
5	1402	1344	1398	1395	1426	1481	1451	1496	1409	1515	1573	1579	1559	1626	1654	1672	1632						
6	1415	1403	1335	1425	1383	1425	1478	1442	1487	1401	1506	1564	1570	1550	1616	1644	1662						
7	1449	1430	1419	1370	1424	1380	1426	1474	1438	1483	1397	1502	1559	1565	1545	1611	1639						
8	1391	1443	1430	1443	1370	1426	1382	1422	1470	1434	1479	1394	1498	1555	1561	1541	1607						
9	1526	1490	1829	1822	1492	1389	1484	1466	1508	1559	1521	1569	1474	1584	1645	1651	1630						
10	1470	1461	1512	1464	1476	1438	1227	1310	1294	1331	1376	1343	1381	1297	1394	1448	1453						
11	1386	1678	1373	1373	1666	1384	1434	1223	1305	1289	1326	1371	1334	1372	1289	1385	1439						
12	1184	1144	1055	1049	1155	1421	1170	1211	1033	1102	1089	1120	1154	1123	1155	1085	1166						
Total	18094	18395	18538	18573	18743	18828	18708	18764	18883	19194	19446	19675	19851	20056	20309	20552	20864						
Change	-135	301	143	35	170	85	-120	56	119	311	252	229	176	205	253	243	312						
% Change	-0.7%	1.7%	0.8%	0.2%	0.9%	0.5%	-0.6%	0.3%	0.6%	1.6%	1.3%	1.2%	0.9%	1.0%	1.3%	1.2%	1.5%						
Enrollment by Level																							
K-5	8273	8346	8585	8627	8777	8965	9107	9216	9348	9595	9752	9812	9881	10010	10104	10187	10268						
6-8	4255	4276	4184	4238	4177	4231	4286	4338	4395	4318	4382	4460	4627	4670	4722	4796	4908						
9-12	5566	5773	5769	5708	5789	5632	5315	5210	5140	5281	5312	5403	5343	5376	5483	5569	5688						

# Appendix B

## *How does district spending compare?*

The Office of Superintendent of Public Instruction (OSPI) compiles information about every school district in the state and publishes financial data on their website. Using that information, it is possible to compare how districts spend money in various categories. The data shows that Everett Public Schools compares favorably to the state's other similarly-sized districts with student populations of between 10,000 and 20,000.

The following charts compare Everett Public Schools General Fund spending in five categories. These charts were studied by the Fiscal Advisory Council to help them make the recommendations included in this report, and the charts were also used in public meetings held on March 8, 11 and 18 as background information for those who attended.

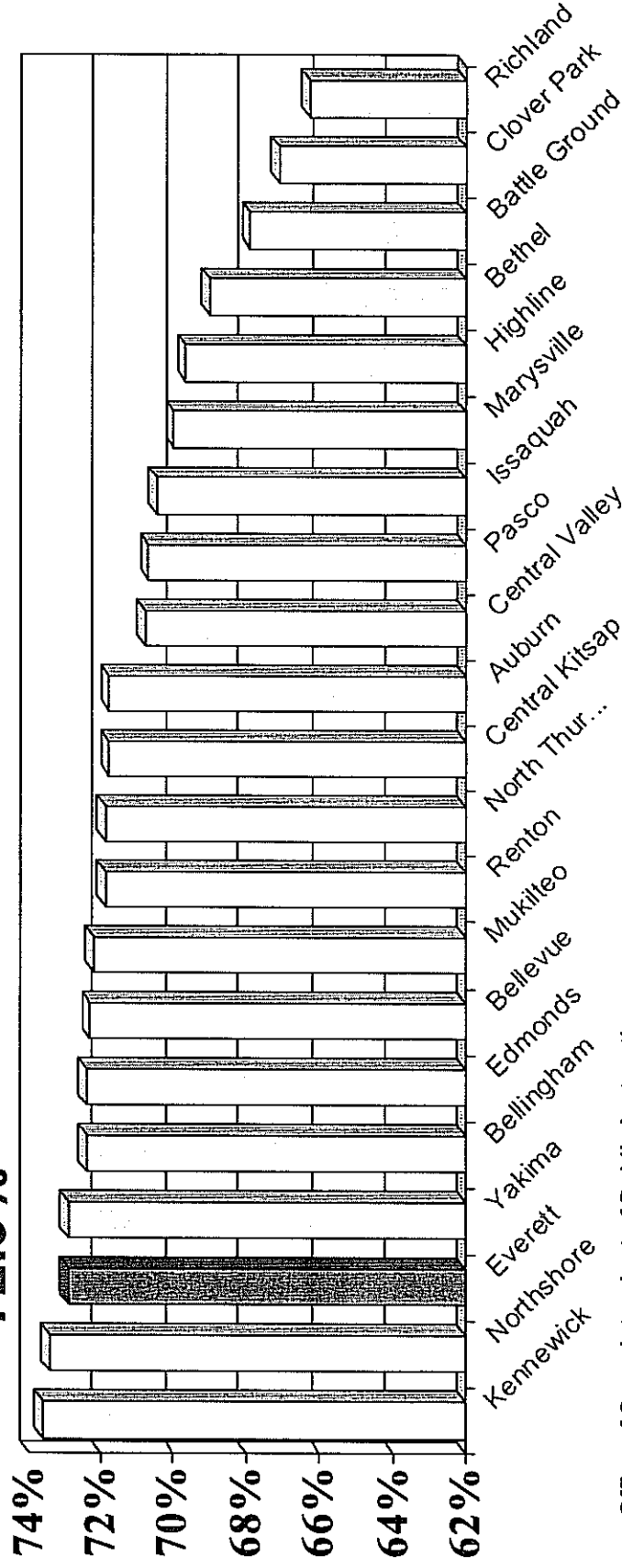
# How does our spending compare?

## *Percent spent on classroom teaching and support*

Districts with 10,000-20,000 students

Statewide average is 69.9%

72.9%



Source - Office of Superintendent of Public Instruction

Included in this category are teachers, paraeducators, supplies, coaches, advisors, librarians, counselors, security, psychologists, speech and health services. Of the state's 21 school districts of comparable size, the district spends more on teaching and classrooms than 18 of those districts.

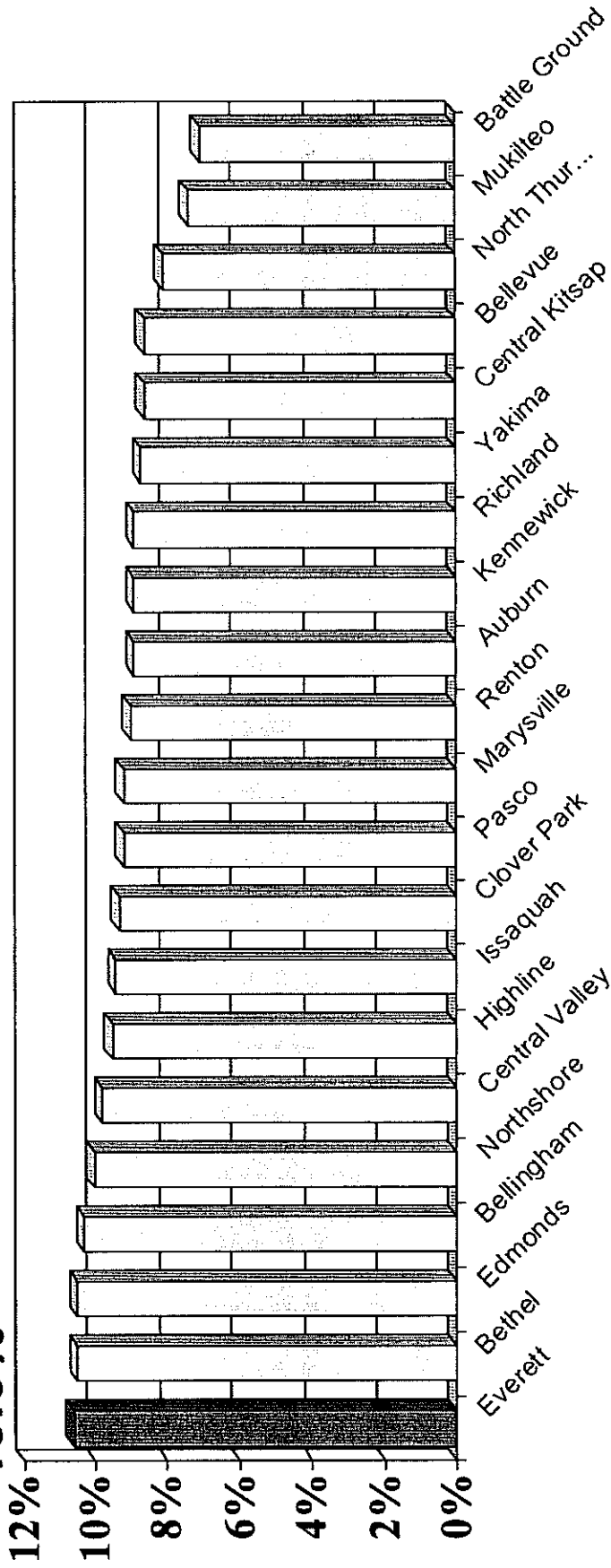
# How does our spending compare?

## *Percent spent committed to just teaching support*

Districts with 10,000-20,000 students

Statewide average is 8.6%

10.6%



Source - Office of Superintendent of Public Instruction

Included in this category are librarians, counselors, security, recess supervision, psychologists, speech and health services. Everett spends a larger percentage in this area than any of the other 20 school districts of comparable size.

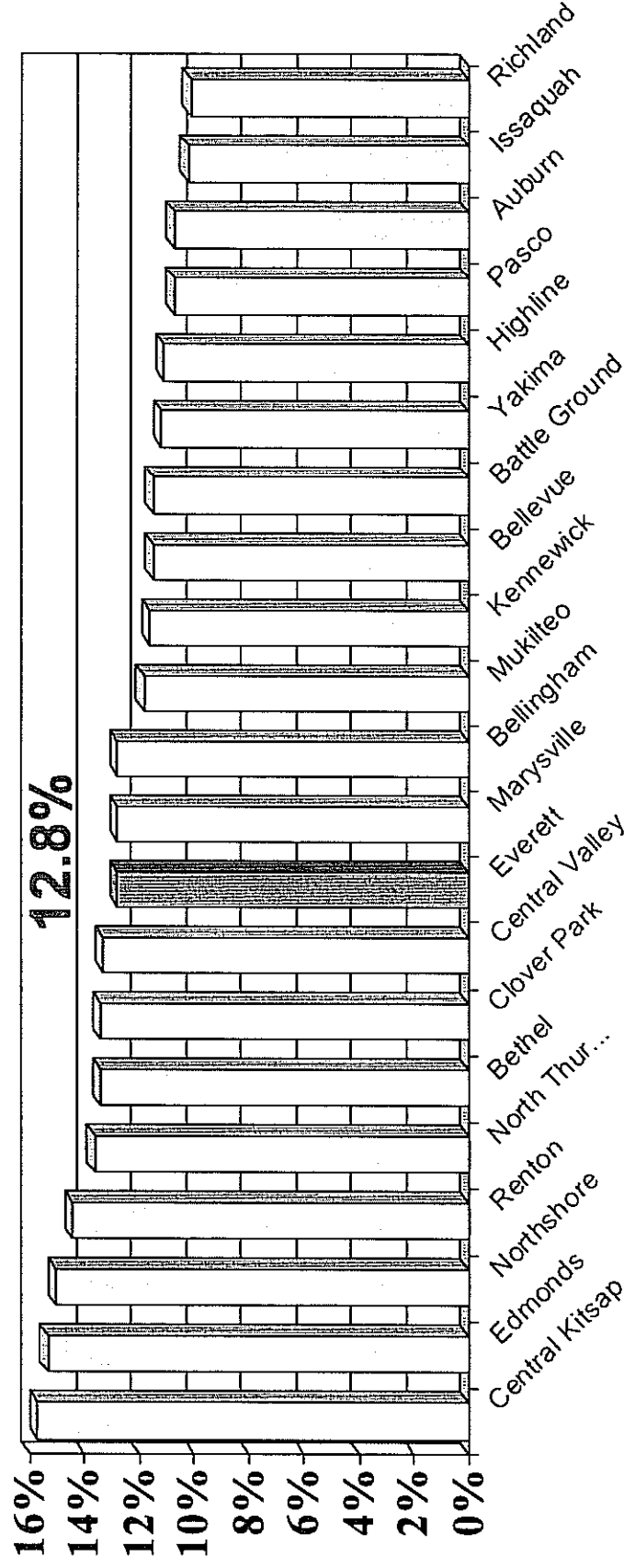


# How does our spending compare?

## *Percent spent on special education programs*

Districts with 10,000-20,000 students

**Statewide average is 12%**



Source - Office of Superintendent of Public Instruction

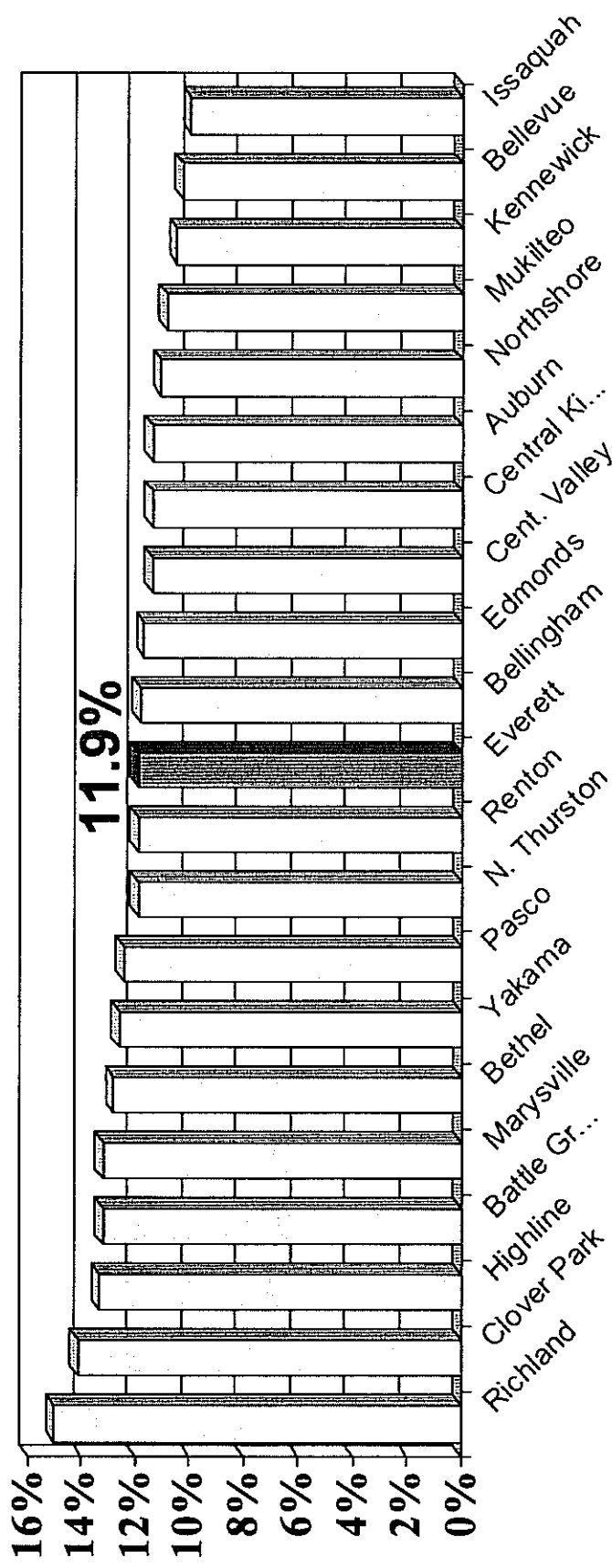
Included in this area is staffing, services, equipment, materials and transportation. Everett spends more to support special education programs than 12 comparably sized school districts and less than 8 districts of similar size.

# How does our spending compare?

## *Percent spent on school and central support staff*

Districts with 10,000-20,000 students

Statewide average is 12.7%



Source - Office of Superintendent of Public Instruction

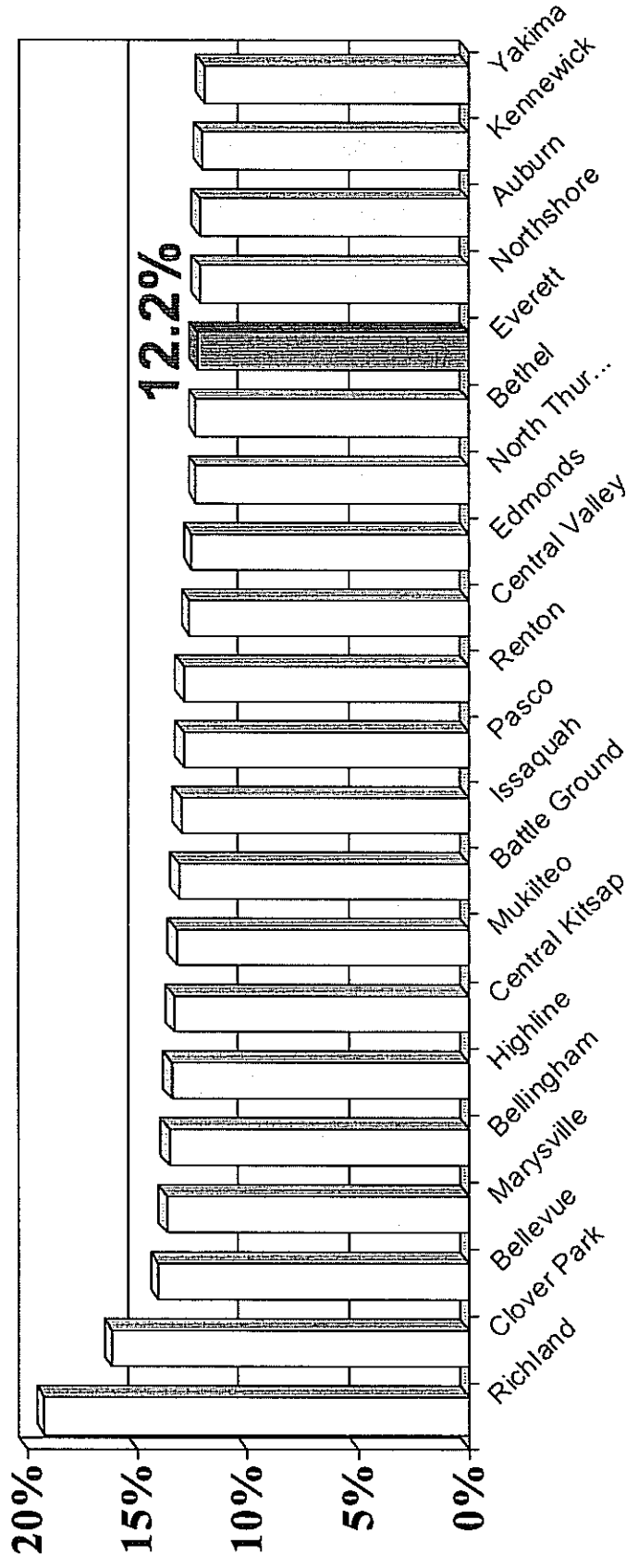
This category includes school and district administrators, technical staff, clerical staff and their supplies and materials. Ten school districts spend less in this category, and 10 spend more. Everett Public Schools is squarely in the middle of spending in this category.

# How does our spending compare?

## *Percent spent on support services*

Districts with 10,000-20,000 students

**Statewide average is 13.8%**



**Source - Office of Superintendent of Public Instruction**

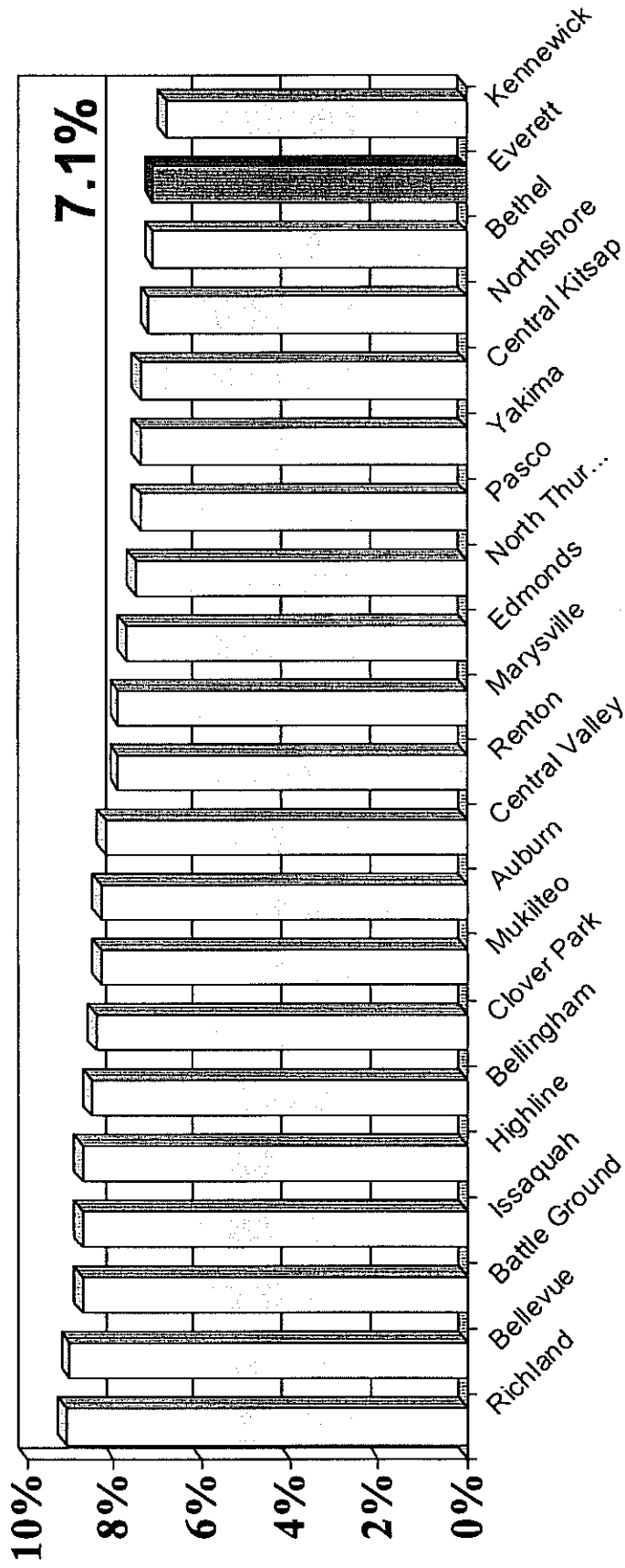
This category includes the school board, superintendent, human resources, finance, information systems, communications, maintenance. Four school districts of comparable size spend less in this category. Sixteen school districts spend more.

# How does our spending compare?

## Percent spent on maintenance and operations

Districts with 10,000-20,000 students

Statewide average is 8.3%



Source - Office of Superintendent of Public Instruction

This category includes schools, grounds, maintenance, custodians, utilities, security. Only one school district of comparable size spends less than Everett Public Schools in this category.

# Appendix C

## Transportation information, page 1

Notes about proposed transportation reductions

Updated March 23, 2010

### **What transportation services are required by board Policy 8100 and Procedure 8100P?**

- Transportation services for students who live more than 1 mile (elementary school), 1-1/2 miles (middle school), and 2 miles (high school) walking distances from school
- Follow state hazardous walking conditions criteria
  - State stopped using this criteria 10+ years ago

### **What transportation services are we actually providing?**

- Transporting many students who live beyond the distances established in Policy 8100 and Procedure 8100P due to:
  - Long established past practices
  - On routes where hazardous walking conditions have been corrected
  - Past difficulties hiring adult crossing guards

### **What if we followed board Policy 8100 and Procedure 8100P and did not provide transportation services beyond those levels?**

- Would impact about 500 students
- Could save about \$165K
- Schools affected primarily include Everett HS, Gateway MS, Garfield ES, Jackson ES, Lowell ES, Madison ES, Monroe ES, Silver Firs ES, Silver Lake ES, View Ridge ES, Whittier ES, Woodside ES

### **What if we provided transportation consistent with the state funding model?**

- Transportation services would be provided for students living more than 1 mile radius from school
- Could still use state hazardous walking conditions criteria, but not required
- Could save about \$400K
- Eliminate about 7 routes and 18 runs
- Estimated 1,200 to 1,400 students riding a bus today would probably end up walking
- See attachment for breakdown of schools impacted

### **What if we offered passes to high school students for use of public transit (where public transit service is available) instead of providing school bus transportation?**

- Based on the 1 mile radius plan above
- Could save about \$300K
- Estimated 500 to 700 high school students riding a district bus today would probably end up being offered monthly public transit ORCA cards
- See Appendix C, page 3 for breakdown of schools impacted
- Everett Transit and Community Transit
  - ORCA card \$18 to \$36 monthly pass with unlimited use
  - Public transit providers would not be able to cover all high school attendance areas

# Appendix C

## Transportation information, page 2

### DRAFT - 1 Mile Walking Radius Proposal

Updated March 23, 2010

	Current		Proposed		Difference (Reductions)	
<b>Elementary School</b>	<b>Runs</b>	<b>Riders*</b>	<b>Runs</b>	<b>Riders**</b>	<b>Runs</b>	<b>Riders***</b>
Cedar Wood	3	131	1	45	2	86
Emerson	6	259	6	259	0	0
Forest View	4	232	3	174	1	58
Garfield	1	27	0	0	1	27
Hawthorne	1	39	1	39	0	0
Jackson	3	112	0	0	3	112
Jefferson	2	100	1	58	1	42
Lowell	5	203	3	118	2	85
Madison	3	150	0	0	3	150
Mill Creek	5	241	3	130	2	111
Monroe	3	146	1	55	2	91
Penny Creek	9	441	7	335	2	106
Silver Firs	4	219	2	106	2	113
Silver Lake	5	223	3	148	2	75
View Ridge	4	197	2	106	2	91
Whittier	4	102	2	60	2	42
Woodside	6	281	5	222	1	59
<b>Total ES</b>	<b>68</b>	<b>3,103</b>	<b>40</b>	<b>1,855</b>	<b>28</b>	<b>1,248</b>
<b>Middle School</b>						
Eisenhower MS	9	361	8	326	1	35
Evergreen MS	13	504	12	466	1	38
Gateway MS	9	392	6	268	3	124
Heatherwood MS	8	373	8	373	0	0
North MS	6	293	5	237	1	55
<b>Total MS</b>	<b>45</b>	<b>1,923</b>	<b>39</b>	<b>1,670</b>	<b>6</b>	<b>252</b>
<b>High School</b>						
Cascade HS	13	577	13	577	0	0
Everett HS	10	346	10	346	0	0
Jackson HS	15	527	15	527	0	0
Sequoia HS	NC	NC	NC	NC	NC	NC
<b>Total HS</b>	<b>38</b>	<b>1,450</b>	<b>38</b>	<b>1,450</b>	<b>0</b>	<b>0</b>
<b>Total District</b>	<b>151</b>	<b>6,476</b>	<b>117</b>	<b>4,975</b>	<b>34</b>	<b>1,500</b>

\*Numbers of students currently living within 1 mile radius of the school that currently ride district buses

\*\*Numbers of students currently living within 1 mile radius of the school that currently ride district buses, and would continue to be provided a bus stop within the 1 mile radius.

\*\*\*Numbers of students currently living within 1 mile radius of the school that currently ride district buses, and would not continue to be provided a bus stop within the 1 mile radius.

Note: This chart assumes that students would continue to be provided transportation to overcome hazardous walking conditions or that crossing guards would be provided to ensure safe walking conditions.

# Appendix C

## Transportation information, page 3

### DRAFT - HS Public Transit Proposal

Updated March 23, 2010

	Current		Proposed		Difference (Public Transit)	
	Runs	Riders*	Runs	Riders**	Runs	Riders***
High School						
Cascade HS	13	577	9	461	4	116
Everett HS	10	346	0	0	10	346
Jackson HS	15	527	9	325	6	212
Total District	38	1,450	18	786	20	674

\*Numbers of HS students currently living beyond a 1 mile radius of the school that currently ride district buses

\*\*Numbers of HS students currently living beyond a 1 mile radius of the school that currently ride district buses and would continue to be able to ride district buses

\*\*\*Numbers of HS students currently living beyond a 1 mile radius of the school that currently ride district buses and would be provided prepaid public transit ORCA cards in lieu of being able to ride district buses

These numbers assume that CT and ET would have the physical capacity to accommodate the number of student riders.

# Appendix D

## Cost and efficiency study, conducted in 2009-10

To proactively prepare for the upcoming budget process, the district reviewed Programs and practices to analyze potential cost reductions and efficiencies. This information was among the materials reviewed by the FAC.

<b>Area reviewed</b>	<b>Evaluation</b>	<b>Outcome</b>
Alternative programs	Home school program	Reaffirmed program is self supporting and supports a parents' choice in education of children.
Alternative programs	Incarcerated youth	Work with the Educational Services District to support regional instructional services at Denny Youth Center.
Alternative programs	Distance learning	Program cost benefit analysis suggests more efficiency over program elimination.
Athletics	Transportation costs	Identify in addition to those implemented in prior years.
Athletics	Advertising	Identify potential revenues from event advertising.
Community services	Facility use	Restrict elementary school use by community to 6 sites.
Community services	Facility use	Restrict hours of facility use by community.
Community services	Facility use	Increase user fees for exempt or low cost user groups.
Curriculum/Instruction	School Resource Officers & Student Safety Officers	Evaluation of current model does not support any reduction to school security staff or student resource officers.
Curriculum/Instruction	On time graduation coordinators	This model of student support has proven to be effective and outweighs the associated staffing cost.
Curriculum/Instruction	Textbook purchases	Prior year expansion of library software to minimize textbook loss and accountability.
Curriculum/Instruction	Assessments	Evaluation of district assessments to minimize staffing costs and maximize availability of data.
Curriculum/Instruction	Highly Capable Program	Review of protocol to align class size with parallel general education programs
Curriculum/Instruction	Instructional management software	Contract with vendor in lieu of in-house software model to improve performance and reduce cost. In progress for future consideration.
Curriculum/Finance	Medical administrative match	Reaffirm lack of cost benefit for federal program.
Facilities & Planning	School building closure	Enrollment analysis does not support closure of a school building.
Facilities & Planning	Building advertising	Potential for advertising in process of evaluation.



## Appendix D, Cost and efficiency study, page 2

Finance/Human Resources	Fiscal personnel software	Current model costs less than cooperative.
Finance	Competitive bidding	District bids and most often achieves more competitive contract prices than state.
Finance	Insurance programs	Reaffirm cost benefit of current cooperative pool.
Finance/Maintenance	Warehouse model	Reaffirm cost benefit of just-in-time purchasing in lieu of bulk purchasing and delivery.
Food Services	Central vs. site kitchens	Current site based model is the most cost effective.
Food Services	Serving size/suppliers	Serving size optimal/competitive bids on suppliers and just-in-time services.
Food Services	Meal prices vs. participation	Suggested increase may impact participation. Prices will be just above area average.
Human Resources	Recruiting and employment practices	Reaffirm current programs to attract and hire diverse and qualified staff.
Information Systems	Central print services used for payroll and report cards	Equipment leases and software will make this a more likely consideration for the 2011-12 fiscal year.
Information Systems	Reduced software/hardware costs as result of the completion of the fiber optics network.	Technology Advisory Council is finalizing review of operational and instructional software. Savings have been identified as a result of the WAN.
Maintenance	Contractual services required by regulatory agencies	Services (such as vessel testing, elevator inspections, etc.) that are reviewed annually have been minimized.
Maintenance	District operated refuse	Uniqueness of district operated waste removal and current capital investment have indicated our in-house annual costs are slightly less.
Maintenance	Energy conservation	Maintenance department continues to work with Snohomish County PUD on energy conservation.
Special Education	Assessment of contractual services	Initiation of proposal processes to bid applicable support services. Evaluation of establishing in house programs in lieu of cooperatives has reaffirmed outsourcing.
Transportation	Align student busing to state funding model	Proposal reduces the number of students being transported.
Transportation	Use municipal transportation	Using Everett Transit and Community Transit will result in operational savings – significant community impact.
Transportation	District management vs. private	Minimal operating cost difference and a significant cost in busing fleet
Transportation	Revise bell schedules	Evaluate cost of bus routes through revised bell schedules.

