

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, June 7, 2005, beginning at 4:30 p.m., in Conference Rooms C1 & C2 of the Educational Service Center, 4730 Colby Avenue, Everett, Washington. Those in attendance were Kristie Dutton, Karen Madsen, Paul Roberts and Roy Yates. Absent: Sue Cooper.

{Note: Paul Roberts arrived following approval of the minutes.}

ADOPTION OF AGENDA

President Yates called for any recommended changes to the agenda. Superintendent Whitehead indicated there would be a revised Personnel Report. With that, Karen Madsen moved for adoption of the revised agenda. Kristie Dutton seconded the motion and the motion carried unanimously.

**ADOPTION OF
AGENDA**

APPROVAL OF MINUTES

Kristie Dutton moved for approval of the minutes of the regular meeting of May 24, 2005. Karen Madsen seconded the motion and the motion carried unanimously.

{Board member Roberts arrived.}

**APPROVAL OF
MINUTES**

SUPERINTENDENT'S COMMENTS

Superintendent Whitehead called on Executive Director for Area 2 Lynn Evans who introduced Andrew Frost, the new assistant principal at Cascade High School. Andrew hails from Peninsula School District, did graduate work at the University of Puget Sound, and has been assistant principal at Ephrata High School for the past two years. Cascade High School principal Jim Dean said he is delighted to have Andrew join the District. He was at the school today and assisted with lunch duty. Andrew thanked the Board and Administration for giving him the opportunity to serve Everett Public Schools. He enjoyed his visit to CHS today and welcomed the opportunity to meet the students and faculty.

**SUPT'S
COMMENTS**

Dr. Whitehead introduced Robert (Bob) Collard as the new Associate Superintendent for Finance and Operations to replace Jeff Riddle, who is retiring. Mr. Collard retired from the Navy as a commander. He then worked for the Lake Washington School District for approximately ten years, holding the title of Assistant Superintendent for Business, Human Services and Support Services. Currently, he and his wife own and operate a local franchise of ComfortKeepers, a leading home health care agency. Mr. Collard lives in Mill Creek. He thanked one and all for their warm welcome and commented that District staff members have been very helpful and cooperative. He said he is looking forward to working in the District. Mr. Collard noted that he has known Jeff Riddle for a number of years, and Jeff and the District have an outstanding reputation.

Next, Dr. Whitehead said the District has been notified by the Snohomish County Health Department that a Jackson High School student may have an active case of tuberculosis. Director of Communications Gay Campbell talked about steps the District has taken, including working closely with the Health Department. Skin tests have been performed on 164 students and staff who have come in contact with the student. Approximately ten more skin tests need to be completed. The Health Department has been very complimentary of the students and staff at Jackson High School, especially Principal Terry Cheshire, and his handling of the whole situation. The process went very well and it was a pleasure to work with the school. Mr. Cheshire echoed Ms. Campbell's comments, saying the Health Department has been superb and was quick to

provide the school administration with information that they were able to share instantly.

**SUPT'S
COMMENTS
(cont'd.)**

Dr. Whitehead called on Associate Superintendent for Instruction Karst Brandsma who introduced Holly Oakley, board member of the Everett Public Schools Foundation and an employee of Wells Fargo Bank. Ms. Oakley introduced Andy Din, who is the manager of the Everett branch of Wells Fargo Bank. She talked about Wells Fargo's longstanding commitment to education and described that bank's program, "Team Up for Our Schools," whereby Wells Fargo donates \$40 for every new account opened during a specified period. She then presented a check for \$2920 which President Yates accepted on behalf of the District (E:185/05). He expressed the District's deep appreciation.

Next, Karst was asked to discuss recent changes in the grading system at the middle school level. He said the middle school principals recommended that the middle schools adopt the same process for calculating grades as is done at the high school level, thus providing a sense of consistency and alignment with high school grading practices. Grading at the middle level has been done on a trimester basis. At the end of each trimester, grades of B+, B and B- (for example) have been lumped together to equate to what is usually seen at the high school level as a B or 3.0 grade points. Thus, with the conclusion of the fall trimester (in December), a grade of B+ would equate to 3.3 grade points, a B would equal 3.0 grade points and a B- would equal 2.7 grade points. He noted that, at the middle school level, there are no transcripts, so grades are issued and reported only for that period. Transcripts begin at grade 9. When asked about students who take high school level courses, Karst said those students will continue to receive the credit, but will not receive grade points relative to grade point calculations.

PUBLIC COMMENT

President Yates called on the following individual who had submitted a Public Comment card:

1) Tim Austin—spoke to the proposed revisions to Policy 2151: Interscholastic Athletics/Activities. He expressed his concern about the proposed revisions to the policy and urged the Board not to adopt the new policy without further study.

**PUBLIC
COMMENT**

RECOGNITION OF RETIREES

Director of Communications Gay Campbell reported that five retirees were present tonight:

1) Rose Boyer—ELL teacher at Jackson High School. Jackson High School principal Terry Cheshire spoke of Rose's work as a block ESL teacher, remediation teacher and a credit recovery teacher. He described her as passionate, caring and compassionate about students. She is a master at teaching students at different levels. She was twice selected as Who's Who's Among American Teachers. Rose thanked the District for her years in Everett. She said her plans for the future are to write books and take classes at Bastyr University in alternative healing. She then introduced her husband Robert.

2) Joan Smith—Resource Room teacher at Jackson High School. Lynn Evans commented that she knew Joan when they worked at Everett Alternatives and was impressed with her caring, compassion and concern. JHS Assistant Principal Larry Fritts said Joan has proven to be highly skilled at meeting the needs of special education students. She served as the chairperson of the special education department and instilled a great vision among her colleagues. Her accomplishments include starting a parent advocacy support group. Joan said her "three S's" of education have been "safety first, sunshine always and to be a springboard for our students." Her plans are to travel and study languages. She introduced her husband Chuck.

**RECOGNITION OF
RETIREES**

RECOGNITION OF RETIREEES (cont'd.)

3) Donna Haas—from Evergreen Middle School. Executive Director for Area 1 Jim McNally (and former Evergreen principal) said Donna is a teacher for the right reasons. She teaches with heart and is clear that we are here to serve. She currently teaches 7th grade block challenge. Jim said that Evergreen Middle School principal Joyce Stewart could not be present tonight, but sent her best wishes and comments that Joan is an exceptional teacher who uses a caring, competent way. Colleague MaryJane Galbraith also sent along comments about how Joan has changed children's lives. She is generous to a fault. Colleague Patricia Burke provided comments about Donna's work as a judge at the Goodwill Games, her service as a Bosnian Relief coordinator, her hobby as a collector, and that she is a friend to many and a true giver. Jim commended Donna for all the lives she has changed. Donna's plans include traveling to Africa to serve at a small village. She said she is looking forward to new adventures. She then introduced her husband Michael.

4) Judy Jensen—paraeducator at View Ridge Elementary School. View Ridge principal Karen Koester commented about how much Judy has helped ELL families and how well she communicates with them. Judy is one who always asks what else she can do. She is intent on helping students get their day off to a good start. Judy makes her work look effortless and has a great heart for children. She will be sorely missed. Judy said her career has been much fun and View Ridge is a wonderful place to work. She has learned a lot and is proud to have been of service. She said it has been a pleasure to see the children every day and help ELL children and families know they are welcome.

5) Jeff Riddle—over a span of 22+ years, has served as Director of Personnel, Assistant Superintendent for Business, Deputy Superintendent and Associate Superintendent for Finance and Operations. Dr. Whitehead spoke of Jeff's career prior to coming to Everett. He worked as a research analyst for the Washington State Senate, followed by employment with the SEIU (Service Employees International Union), and then four years with Bellevue Public Schools as its Director of Employee Relations and Business Services. She then listed Jeff's numerous accomplishments and closed by saying it has been her personal and professional pleasure to work with Jeff Riddle. She firmly believes that Jeff has always had the best interests at heart of the superintendent, the Board, the staff and the students of Everett Public Schools. She further complimented Jeff for his efforts to assemble an amazing support staff that encompasses business, finance, transportation, maintenance, facilities and planning, food services and information systems/technology. Jeff commented that his successes are due to the talent and support of many. He expressed his appreciation for his colleagues' tolerance and patience over the years and said he is looking forward to new challenges. President Yates spoke of his confidence in Jeff's abilities and talked about his effectiveness in structuring levies and bonds to benefit the District and the taxpayers. He said Jeff will be greatly missed and wished him the very best in future endeavors. Board member Madsen commented about Jeff's longstanding presence and support at "Levy Central" over the years. Board member Roberts spoke about how Jeff always kept at the forefront the importance of public trust in public institutions. He worked to make the right decisions for the taxpayers. The District's budget always balanced, and District staff members were able to do what needed to be done for children.

President Yates thanked each of the retirees for their years of service and presented each with a crystal memento apple.

ITEMS FOR INFORMATION

Each year, a selection committee, comprised of students, parents, teachers and administrators, reviews the applications for the Everett Public Schools' Teacher of the Year. This year's 2006 Teacher of the Year is Barb Lark, a speech and language pathologist who facilitates the District's Assistive Technology Services. Jim McNally commented briefly and introduced Randi Seaberg, Director of Elementary and Early Childhood Education, who submitted Barb's nomination. Randi said Barb is an outstanding educator who has been a speech and language pathologist in the District for 25 years. She knows and deeply understands the power of communication. She gives a voice to children who would not otherwise be able to communicate. She is an amazing grant writer. She works well with volunteer Boeing engineers who come to the District. Barb arranged for a community penpal program which pairs severely disabled students with an adult penpal in the community. She has tremendous compassion for children, excellent teamwork skills, and respectful and supportive connections with families. She helped pioneer technology that enables students unable to take the WASL to take the Washington Alternative Assessment. Randi went on to say that the staff at Special Services will be making a donation to the Everett Public Schools Foundation in Barb's name specifically for technology for students with disabilities.

Barb said she is honored and grateful to be named as Teacher of the Year. She has felt privileged to work in Everett Public Schools. She also attended school in Everett. She has always felt supported. She introduced her parents, Jack and Lorna Parker; her son Brad Butler; her husband, Chris Lark; and her mother-in-law, Grace Lark. Barb acknowledged her "families" in Everett Public Schools. To name a few, she identified Randi Seaberg, Kris McDowell, Gayle Watts, Susan Meyers, Jamie Blakely, Connie Barnes, Cynthia Stoppelmoor, Karen Koester and Judy Jensen. She further acknowledged the students and families with whom she has the privilege to work. These students have physical, verbal and learning challenges, yet they meet their challenges with heart, dignity and humor every day—she sees them as her true heroes. In Barb's opinion, she has the best job in the Everett School District. Randi then presented Barb with a commemorative plaque.

The Administration presented information concerning the District's career and technical education (CTE) program. Karst Brandsma introduced Larry Galli, Director of CTE, and Carl Fender, Instructional Facilitator for CTE. Larry opened the presentation by saying that over 4,000 students go through CTE classes per day. As an example, he showed a brief video focusing on the work and accomplishments of Jackson High School student Allan Nevala, who is a WAVE (Washington Award for Vocational Excellence) scholarship recipient. By way of a PowerPoint presentation, Larry provided an overview of the CTE program, including the District's involvement with the Snohomish County Blueprint 2010 project; the frameworks and curriculum guides for CTE courses; Challenging Options; career guidance, exploration and planning; professional development; technology; partnerships; and the future of CTE (E:186/05). When asked about the kinds of trends being seen in CTE, Larry said individuals are coming to the realization that obtaining a college education is not always the answer and that career and technical training may be the more appropriate avenue for some students. Larry noted that CTE has developed consistency among course offerings in the schools. When asked how he would "grade" the community in terms of students receiving training in the community and then going on to get a good job, Larry said the community certainly has the capacity to provide training, and employment opportunities are available. Board member Madsen said the District does a good job of bringing in people from the community and giving them a stake in the District. When asked about involving parents, Larry said there needs to be an increased emphasis in this arena. Carl said increasing the number of articulation agreements is an important step to getting more students signed up for CTE courses.

EVERETT PUBLIC SCHOOLS TEACHER OF THE YEAR FOR 2006

PRESENTATION— CAREER & TECHNICAL EDUCATION (VOCATIONAL EDUCATION)

Karst complimented the CTE department for their fine work and thanked the Communications department for its efforts to help establish partnerships. He said CTE is a technology-rich area with many opportunities.

**PRESENTATION—
CAREER &
TECHNICAL
EDUCATION (VOC ED)
(cont'd.)**

The following proposed revised policies were presented to the Board for first reading, with adoption to be requested at a future Board meeting (E:187/05):

Proposed Revised Policy 2151—Interscholastic Athletics/Activities—adds language regarding academics & conduct of interscholastic activities programs—1st reading

Proposed Revised Policy 3240—Student Conduct—adds language regarding cheating/alteration of records and inappropriate use of technology—1st reading

Proposed Revised Policy 3309—Students—adds language regarding cheating/alteration of records and inappropriate use of technology—1st reading

Proposed Revised Policy 4210—School Support Organizations—further defines school support organizations & addresses employee participation—1st reading

Proposed Revised Policy 5320.1—Leave (bereavement)—adds domestic partners—1st reading

Proposed Revised Policy 5320.2—Leave (illness/injury)—incorporates family care regulations—1st reading

Proposed Revised Policy 5320.3—Leave (birth/adoption)—removal of reference to gender and qualifying for leave—1st reading

Proposed Revised Policy 5320.5—Leave (jury duty)—change in compensation—1st reading

Proposed Revised Policy 5320.6—Leave (military)—incorporates language from Uniformed Services Act—1st reading

Proposed Revised Policy 5320.9—Leave (family/medical)—includes provisions of Washington State laws and regulations—1st reading

Gay Campbell reviewed the policy revisions.

Regarding Policy 4210—School Support Organizations, Board member Dutton sought clarification about the procedure to approve clubs. In response, Gay said the intent of the policy is to set guidelines rather than to approve organizations. It was suggested that the last sentence of the last paragraph use the phrase “officially recognize” rather than “approve.” Board member Madsen said it would be helpful to describe in the procedure what does or does not constitute a conflict of interest with a District employee’s employment. She also recommended that the policy or procedure include wording that states clearly that it is not appropriate for a District employee to be funded by a PTA group. Dr. Whitehead indicated that the language will be revised and the policy submitted to the Board for a second first reading.

Regarding Policy 2151—Interscholastic Athletics/Activities. Board member Roberts questioned the extension of the policy to year round coverage. In response, Karst Brandsma said this was a recommendation from a committee composed of staff and parents. He reported that the policy revision will help improve consistency of application among coaches. Director of Athletics Robert Polk said a number of sample policies were examined. In fact, more and more school districts are moving to the year round concept as a means of promoting healthy habits at all times. When asked for his opinion of the change in policy, Robert said he feels very strongly in favor of making the revisions. He wants students to have pride in their school and to make healthy decisions. Karst noted that high schools are constantly saying that drug and alcohol abuse are among their most troubling issues. When asked whether there have been unforeseen or untoward consequences of this policy, Robert said, to his knowledge, there has been nothing out of the ordinary.

**PROPOSED
REVISED
POLICIES—various**

Dr. Whitehead referred to the accompanying procedure that is being drafted and asked Robert to talk about what happens if an athlete is drinking out of season. Robert discussed the violations process. Mr. Roberts repeated his concern about applying the procedure beyond the school year.

**PROPOSED
REVISED
POLICIES—various
(cont'd.)**

Dr. Whitehead referenced the upcoming Walsh-Platt athletics awards banquet and said her comments will include a reference to implementing some changes in the policy. It will also be useful to give the community the opportunity to comment on the changes.

President Yates said it is his opinion that the policy attempts to “ratchet up” the requirements in accordance with what is happening in the District. Board member Dutton said she approves of the concept of “putting more teeth” into what we are doing and is in favor of the year round idea. Board member Madsen said she likes the full year proposal. Board member Roberts said he has no problem with being tougher, but worries about getting into “gray” areas. Robert said the administrators see this as a tool to help educate students. Although the committee recommended that the requirements apply to other groups as well, there needs to be further discussion. Next fall, Robert will form a committee to explore the possibility of extending the application of the proposed revised policy.

Karst noted that school districts have the latitude to set standards and consequences that are higher for participation in optional activities. In fact, the proposed policy language is fairly common in other school districts. Dr. Whitehead echoed Karst’s statements, saying participation in athletics/interscholastic activities is optional; therefore, the District is not denying participants a public education by enforcing the policy.

When asked whether Robert is seeking feedback on the procedure as well, Karst said yes. The Board was asked to direct their comments to Robert. Dr. Whitehead said wording will be added to the proposed revised policy concerning the optional nature of interscholastic activities/athletics and presented at an upcoming Board meeting for a second first reading. It is hoped that the revised policy can be implemented for next year’s sports seasons.

Regarding the revised leave policies—Executive Director of Human Resources Molly Ringo confirmed that the proposed changes are consistent with the law. Legal counsel was consulted. Leave practices are fairly regulated and the proposed changes in policy only represent “clean-up work.”

Financial Reports as of April 30, 2005, were provided for the Board of Directors’ review (E:188/05). The reports include year-to-date information on revenues and expenditures, General Fund projections, a cash report and an investment summary.

**FINANCIAL
REPORTS**

Jeff Riddle said the District is “spending down” its fund balance. The lowering of the fund balance is not unforeseen and is part of long-term planning; in fact, the balance will probably drop even more. Projections are slightly lower than were projected for the past few months, due in part to the purchase of curricula and because of the District’s collective bargaining agreement. Nevertheless, finances are in good shape compared to what it was thought they would be.

ACTION ITEMS

Kristie Dutton moved for approval of the revised Consent Agenda items. Paul Roberts seconded the motion.

- 1) Personnel Report (revised) (E:189/05);
- 2) Voucher Lists (E:190/05);
- 3) Proposed School Board Meetings Schedule for 2005-2006 (E:191/05);
- 4) Award of Contract: Fall Sports (E:192/05); and
- 5) Award of Contract: Custodial Paper & Supplies (E:193/05).

The motion carried unanimously.

The Administration recommended the Board of Directors approve the attached revised contract agreement with the U.S. General Services Administration Office of Budget, the Washington State Department of Transportation and the Everett School District (E:194/05). The initial agreement was approved by the Board on April 12, 2005. However, the scope of work has since been revised. Karst Brandsma said the grantee changed some of the reporting requirements, but the dollar amount is the same. There are no substantive changes.

With no further discussion, Karen Madsen moved to approve the aforementioned revised Homeless Student Transportation Agreement. Kristie Dutton seconded the motion and the motion carried unanimously.

The Administration recommended the Board of Directors adopt the attached re-statement of the Everett School Employee Benefit Trust Document (E:195/05). The original Trust was adopted July 1, 1985. In order to effect certain changes and comply with applicable law, the District, Association and Trustees wish to re-state the Trust document for the Everett School Employee Benefit Trust. Molly Ringo said this is the first time in the history of the 20-year agreement that the Trust document has been revised. Changes include: clarifying VEBA language; provisions for tiebreakers; provisions for Board members to subscribe to medical benefits; inclusion of non-discrimination statement; and procedures for claims. The Trust has voted and approved the revisions. Dr. Whitehead reported that the EEA Executive Board is in the process of voting on the new document. If they vote against it, then more discussion will be necessary, followed by a re-vote on the part of the Trust and then back to the school Board for a vote.

With no further discussion, Paul Roberts moved for adoption of the aforementioned revised Everett School Employee Benefit Trust document. Kristie Dutton seconded the motion and the motion carried unanimously.

BOARD COMMENTS

President Yates said he and Board member Dutton were pleased to attend the recent Everett Public Schools Foundation birthday celebration.

Karst Brandsma thanked Ms. Dutton and Mr. Yates for their assistance during the review of the Strategic Plan at the recent Leadership Team meeting.

Board member Roberts thanked everyone who helped arrange the recent series of community meetings with the Superintendent. They are valuable sources of information for the community.

President Yates adjourned the regular meeting at 7:35 p.m..

CONSENT AGENDA

HOMELESS STUDENT TRANSPORTA- TION AGREEMENT (Revised)

RE-STATEMENT OF EVERETT SCHOOL EMPLOYEE BENEFIT TRUST DOCUMENT

BOARD COMMENTS

