

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, September 7, 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, Jessica Olson, Ed Petersen and Jeff Russell. Excused absence: Kristie Dutton.

Adoption of Agenda

President Petersen called for any changes to the agenda. Superintendent Cohn reported that there would be a revised Personnel Report. With that, Jeff Russell moved to approve the revised agenda. Carol Andrews seconded the motion and the motion carried unanimously.

Consent Agenda

Carol Andrews moved to approve the revised Consent Agenda. Jeff Russell seconded the motion.

- a. Approval of Minutes (E:01/11);
- b. Personnel Report (E:02/11);
- c. Voucher Lists (E:03/11);
- d. Membership on Gertrude Jackson Advisory Board (E:04/11);
- e. Resolution 1004—Adoption of Everett School District Capital Facilities Plan 2010-2015 (Res. 01/11);
- f. Agreement Between Everett School District No. 2 and Everett Public Schools Foundation (EPSF) (E:05/11);
- g. 2010-2011 Bid List (E:06/11);
- h. Financial Report as of July 31, 2010 (E:07/11);
- i. Carl Perkins CTE Grant (E:08/11).

The motion carried unanimously.

Recognition of Retirees

None.

Public Comment

After sharing the guidelines for public comment, President Petersen called on the only person who completed a Public Comment card.

Audience Comments Regarding Items Not on the Agenda:

Estee Carton-Bozzi—Parent at Penny Creek Elementary School—read from a prepared text. She is concerned about changes in transportation and the handling of the changes. Children are in danger from the traffic, sexual predators and wild animals

Audience Comments Regarding Items on the Agenda: None.

Superintendent's Comments

Dr. Cohn called on the Executive Director for Facilities and Operations Mike Gunn who talked about plans for the September 28 strategic study session.

Dr. Cohn said BoardDocs, the paperless Board meeting system, is being put in place. The September 21 Board meeting will be run as a parallel practice using both a paper agenda and BoardDocs. The October 5 meeting will “go live.”

Dr. Cohn commented about the passage of the levy.

The Everett Public Schools Foundation sponsored the very successful “Stuff the Bus” effort by which 1,500 backpacks for kids were filled with school supplies.

Using a PowerPoint presentation, Mike Gunn talked about the status of District construction programs, the opening of school, and transportation reductions. These reductions amounted to \$400,000. Mike talked about the extensive efforts that have been taken to ensure the safety of students such as enhanced patrols, crossing guards and volunteer walkers. Contact was made with the sheriff’s office and the Everett and Mill Creek police departments to encourage additional patrols in the affected areas. The traffic flow into and out of Penny Creek Elementary was modified. The installation of a new traffic light at the entrance to Archbishop Murphy High School will help drivers slow down. Two bus runs were restored in the Jackson Elementary School area, which impacted 90 to 100 students. At the request of President Petersen, Superintendent Cohn was asked to bring an update to the Board within the next week or so.

Items for Information

Board Annual Agenda Plan for 2010-2011

The Board of Directors’ annual agenda plan for 2010-2011 was provided for information (E:09/11). During the Board’s summer 2010 workshop, discussion took place about subjects relevant for inclusion in the Board’s 2010-2011 meeting schedule. The attached annual agenda plan was constructed as a result of those discussions as well as with input from the superintendent’s cabinet. Categories were relabeled in response to Board discussion. During the course of the year a variety of routine operating business items will be added, and strategic topics may be adjusted based on Board and staff input. A current version of the annual plan will be posted to *BoardDocs* and updated from time to time.

Superintendent Cohn commented. President Petersen complimented the layout of the plan and asked that world languages be added as a study session or study session component. Board member Olson asked for a discussion of the elements of an effective instructional program such as reading and math, to which President Petersen suggested that these may already be contained in the plan.

Annual Student Achievement Report and Progress Towards Graduation

Associate Superintendent & Chief Academic Officer Terry Edwards reviewed a PowerPoint presentation that included an information update on student achievement as measured by the Washington State Measure of Student Progress (WSMSP) and the High School Proficiency Exam (HSPE) was provided (E:10/11). He talked about changes in state assessments, instructional targets, test items, and testing conditions. Achievement data were also provided on the graduating class of 2010 with projections for the class of 2011. The report provided a status report on District and State assessment data and on Federal AYP status of the district. An overview of the status of the graduating class of 2010 with a discussion of summer school intervention activities and a projection of graduation status for the class of 2011 was provided. Previously, the Board received annual reports on State and District assessment results and an AYP status of individual schools and the district. The Board also received a preliminary status report on graduation projections for the class of 2010. President Petersen commended Terry for an excellent presentation.

Proposed Revised Policy 1310—Adoption and Amendment of Policies (*first reading*)

The attached proposed revised Policy 1310—Adoption and Amendment of Policies, was provided for first reading with second reading and adoption to be recommended at a future Board meeting (E:11/11). Proposed revisions to this policy clarified the language used when referring to adoption, revision and updating of policies. Molly Ringo, Executive Director for Area Two, oversees the policy/ procedure revision process for the District and has provided the definitions of the language commonly used in policy revisions. Superintendent's cabinet has reviewed this policy. Molly commented.

Proposed Revised Policy 1312—Administrative Procedures (*first reading*)

The attached proposed revised Policy 1312—Administrative Procedures, was provided for first reading with second reading and adoption to be recommended at a future Board meeting (E:12/11). Proposed revisions to this policy clarified the language used when referring to adoption, revision and updating of procedures. Molly Ringo, Executive Director for Area Two, oversees the policy/procedure revision process for the District and provided the definitions of the language commonly used in procedure revisions. The Superintendent's cabinet has reviewed this procedure. Molly commented.

Action ItemsProposed New Policy 2114—Online Learning (*second reading/adoption*)

The recommendation was that the Board of Directors adopt the proposed revised Policy 2114—Online Learning (E:13/11). Last year, the Legislature reexamined the approval and monitoring provisions for online providers, student online learning opportunities and the roles and responsibilities of school districts in supporting online learning. As a result, school districts are required to develop policies and procedures for student access to online learning opportunities. The Superintendent's cabinet has reviewed this policy. First reading of the proposed revised policy occurred at the August 24 Board meeting.

Jessica Olson moved to adopt the aforementioned proposed revised Policy 2114—Online Learning. Jeff Russell seconded the motion and the motion carried unanimously.

Proposed Revised Policy 4340—Public Access to District Records (*second reading/adoption*)

The recommendation was that the Board of Directors adopt the proposed revised Policy 4340—Public Access to District Records (E:14/11). Revisions are the result of recent regulatory changes. Jeff Moore, Executive Director of Finance, and Jennifer Farmer, Director of Business Services/Public Records Officer, have reviewed the proposed revisions. It has also been reviewed by legal counsel. First reading of the proposed revised policy occurred at the August 24 Board meeting, at which time President Petersen recommended one modification to the order of presentation in the policy—the modification has been incorporated into the document presented for adoption.

Jeff Russell moved to adopt the aforementioned proposed revised Policy 4340—Public Access to District Records. Carol Andrews seconded the motion and the motion carried unanimously.

Board—Superintendent Operating Protocol

The recommendation was that the Board of Directors approve the proposed Board-Superintendent Operating Protocol for immediate implementation. During the Board's summer 2010 annual planning workshop, a draft Operating Protocol was presented based on the existing protocol and an amendment developed during the past year. The directors discussed the protocol, and adjustments were suggested. In addition, the Superintendent reviewed the draft for currency and

conventions, and the enclosed draft offers suggestions for clarification. The revised protocol was crafted to include those suggestions, and was presented for Board approval (E:15/11).

President Petersen commented that this protocol provides a framework for conversation. He reviewed the history of the protocol which originated in the fall of 2009. Board member Russell said he was pleased with the Board's August discussion which resulted in clarifying language in the second paragraph.

Jeff Russell moved for adoption of the proposed Board-Superintendent Operating Protocol, for immediate implementation. Carol Andrews seconded the motion and the motion passed, with Board member Olson voting against.

President Petersen commented that it is unfortunate that there was not unanimous approval of the protocol because it is intended to be the framework for a six-way conversation and collaboration, and not having unanimity makes it harder to do that when one member is unwilling to concur. There were no amendments suggested or ways to make it a working document that would work for the entire Board, so this may be a conversation that the Board needs to continue.

Board Work Plan 2010-2011

The recommendation was that the Board of Directors approve the attached proposed Board Work Plan for 2010-2011 (E:16/11). During the Board's summer 2010 annual planning workshop, a draft work plan for 2010-2011 was presented, discussed, and adjustments developed. Subsequently, directors and Superintendent's cabinet members reviewed the draft and offered suggestions for clarification. The resulting draft was crafted to include those suggestions, and was presented for Board approval tonight.

Superintendent Cohn commented. Board member Andrews sought clarification of the phrase "successor plan" in #5, bullet #2. President Petersen said discussion has occurred about having coffee groups/sessions or some other idea whereby the public could visit with Board members as a means of engaging the public. Superintendent Cohn noted that the annual board meeting agenda plan includes a study session for working on taking the Strategic Plan out to the community.

Jeff Russell moved for approval of the aforementioned proposed Board Work Plan for 2010-2011. Carol Andrews seconded the motion and the motion carried unanimously.

Board School Assignments

The recommendation was that the Board of Directors approve the attached list of Board school assignments for the 2010-2011 school year (E:17/11).

Jessica Olson moved for approval of the aforementioned list of Board school assignments. Jeff Russell seconded the motion and the motion carried unanimously.

Proposed Revised Board Agenda Format

The recommendation was that the Board of Directors approve a revised order of business for the regular Board agenda. During the Board's summer 2010 workshop, discussion took place about ways in which to improve the planning for the regular Board meetings, including suggesting agenda items for upcoming meetings. Accordingly, Section 9, "Items for Future Agendas" has been added to the agenda. Numbering on subsequent sections will change for "Work/Study Session" and "Executive/Closed Session," to Section 10 and Section 11, respectively (E:18/11).

Board member Russell said he is pleased with the proposed revision to the format in that it draws distinctions and provides labels. He asked whether a section would be added at the end of the meeting during which the Board would do a review of that evening's meeting. Following discussion, President Petersen suggested that it may be something to add at a future date.

Carol Andrews moved for approval of the aforementioned revised order of business for the regular Board agenda. Jessica Olson seconded the motion and the motion carried unanimously.

Board Comments

Board member Russell said he appreciated the administration's tone of gratefulness about the passage of the levy. President Petersen said passage of the levy was significant in terms of the district's financial position over the next few years and in view of the economically challenging times. Board member Andrews said a big thank you goes to the community for voting for the levy and for those who enrolled in payroll deduction.

Board member Andrews said that the board workshop was superb and she thanked Dr. Cohn for his work in the planning and preparation of the workshop notebooks. Facilitator Jeff Turner was excellent and it was a pleasure to work with Pam Posey. President Petersen said the board had an ambitious agenda at the board workshop. After much discussion, the board added to its focus that it will study and better understand the capital facilities plan; understand the role of expectations in student achievement; study and understand equity & access goals; study the budget with an eye to programmatic priorities and understanding the tradeoffs and elements within the budget; study the professional development investment and the outcomes from that investment; study instructional materials at several levels; study the models for student representation on the board; study board dashboards and understand how to use those to monitor strategic initiatives; study what it means to be college and career ready and to be able to position that as the board adopts a Strategic Plan; study a future community outreach plan and adopt one during this year; and study the District Improvement Plan metrics.

Dr. Cohn talked with the Board about having a special board meeting to review the superintendent's priorities and discuss compensation. President Petersen said both topics will be on the same agenda with an eye towards addressing them in one meeting. The board discussed dates. Dr. Cohn will check with Board member Dutton concerning her calendar.

Work/Study Session

Executive/Closed Session

President Petersen adjourned the regular meeting at 6:30 p.m.

Gary Cohn, Secretary

Ed Petersen, President