

**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, January 9, 2007, beginning at 4:30 p.m., in the Board Room of the Educational Service Center, 4730 Colby Avenue, Everett, Washington. Those in attendance were Sue Cooper, Kristie Dutton, Karen Madsen, Ed Petersen and Roy Yates.

**ADOPTION OF AGENDA**

President Madsen called for any recommended changes to the agenda. Superintendent Carol Whitehead said there would be a revised personnel report. With that, Roy Yates moved for adoption of the revised agenda. Sue Cooper seconded the motion and the motion carried unanimously.

**ADOPTION OF  
AGENDA**

**APPROVAL OF MINUTES**

Ed Petersen moved for approval of the minutes of the December 12, 2006, Board meeting. Kristie Dutton seconded the motion and the motion carried unanimously.

**APPROVAL OF  
MINUTES**

**SUPERINTENDENT'S COMMENTS**

Dr. Whitehead reported that January is School Board Appreciation Month. She said the students, staff and administrators appreciate the Board, not only during January, but every day. She distributed certificates of recognition and read a proclamation from Governor Christine Gregoire (E:69/07). On behalf of her fellow Board members, President Madsen thanked Dr. Whitehead and said that the recognition actually belongs with the families, staff and administration of Everett Public Schools.

**SUPT'S  
COMMENTS**

Dr. Whitehead reminded the Board that a part of the decision about the elementary school boundary adjustments included the provision that special variance preference would be given to those families impacted by the changes. A notice was sent to all students who are impacted reminding them that they have a variance preference, but that the date for filing a variance is February 1, 2007. A *ConnectED* call to that effect went out as well.

Work is continuing on the middle school boundary review which is for the entire District as opposed to the elementary boundary review which was only for the south end of the District. The composition of the committee is larger than that of the elementary boundary review committee and consists of parents, middle school principals and a representative group of elementary school principals. The timeline for making a decision on middle school boundary adjustments is as follows:

- 1) the committee will hold a community meeting on January 17;
- 2) the committee will make their recommendation to the superintendent on January 18 (if all goes as planned);
- 3) the superintendent will make her recommendation to the Board in February;
- 4) the Board will hold a public hearing (tentatively set for March 5); and
- 5) the Board will make its decision at the March 13 Board meeting.

If there is a need to slow the process, then a final decision may not be made until April. Dr. Whitehead asked the Board members to check their calendars for their availability on March 5.

The University of Washington, Center for Public Health Nutrition and the Washington Department of Health have asked the District to participate in a PLAN (Policy Legislation and Nutrition) study to examine the effects of school nutrition and physical

activity policies in Washington State. They want to review District policies as well as the process that was used to develop Everett's nutrition policy. All available 7<sup>th</sup> graders will be asked to complete a brief, anonymous, dietary survey. Results of the project will be shared with the District.

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

State auditors are in the District for their yearly review. The kinds of activities they will examine include, but are not limited to: federal grant management and federal grant expenditures; time and effort reporting for salaries charged to federal programs; new federal education programs created by the No Child Left Behind (NCLB) Act; school improvement set-asides in federal programs; cash handling and cash receipting procedures (especially for ASB and cafeteria operations); ASB activities/fundraising and ASB expenditures; imprest account expenditures and bank reconciliations; inventory of computers and other theft-sensitive assets; travel and expense reimbursements; payroll, benefits, etc.; accounts payable (all funds); student enrollment count reporting; transportation bus ridership counts; staff mix credential reporting; and District annual financial statements. The audit takes between one and two months. An entrance conference is held at the beginning of the audit—attendees are generally those who will be working directly with the auditors. At the exit conference, the superintendent and a couple of Board members are among those who usually attend.

So far this school year, the District has had four days of closure due to inclement weather. Many factors impact the decision to close school. For example, on December 15, ten District schools did not have electricity, and the power company could not provide assurances about when power would be restored or whether it would stay on. In addition, the transportation and food services departments are interconnected throughout the District and many staff members travel long distances (which involves traversing dangerous roadways during inclement weather), so the decision to close school was made. A storm is predicted tonight, followed by ice for a couple of days, so there may be more interruptions to school. The District's goal is to ensure that students are safe and, when icy road conditions are present, students who are waiting at bus stops are in danger of being hit by cars slipping on the ice. The District works with three municipalities (two cities and the County) and their ability to clear roads differs from one to the other, further complicating the District's ability to transport students during inclement weather.

WSSDA, WASA, AWSP, PSE and WEA came together to write a common list of shared funding priorities to take to legislators for the 2007 legislative session. Dr. Whitehead distributed a copy of the statement of that group (attached).

In a recent issue of *The Herald*, a guide to area lawmakers and their committees was published. Dr. Whitehead distributed a copy of the guide (attached).

In closing, Dr. Whitehead talked about the WASL "F" retrieval summary data. Overall, 607 students retrieved a total of 443 credits. Fifty more students who were behind to graduate on time will now be able to graduate in 2007. This is very encouraging news and will allow some students to regain hope.

**PUBLIC COMMENT**

None.

**PUBLIC  
COMMENT**

**RECOGNITION OF RETIREES**

None.

**RECOGNITION OF  
RETIREES**

## **ITEMS FOR INFORMATION**

The Administration presented information about the District's drug and alcohol prevention programs.

Executive Director for Curriculum Alignment and Implementation Terry Edwards distributed a copy of the evening's PowerPoint presentation on this subject (E:70/07). He opened by reporting on results of the 2004 Healthy Youth Survey which is conducted to better understand the nature and extent of adolescent health behaviors in Washington. The survey is given every two years to all 6<sup>th</sup>, 8<sup>th</sup>, 10<sup>th</sup> and 12<sup>th</sup> graders in the District. Data from the survey is used to determine the needs of students in the District and to develop a program of prevention and intervention to address needs.

Upon determining that there is an emerging problem at the high schools for alcohol, tobacco and other drugs, the District contracted with an outside social service agency to use Drug and Alcohol Interventionists, primarily in a behavioral sense. They were not District employees and there was a great deal of turnover among their numbers. Eighteen months ago, the District decided to actually hire three licensed Drug and Alcohol Interventionists who are employees of the District. They have become part of a core, working with the school counselors and Success Coordinators to work with the whole student (attendance, behavior and academic success) to enhance academic achievement and on-time graduation success.

Terry provided an overview of funding sources which includes Title IV funds (Safe & Drug-Free Schools), OSPI Drug Omnibus monies and Tobacco Prevention funds.

Next, Becky Ballbach, who is the District staff person providing counselor support, talked about the principles of effective prevention, program and intervention services, activities at the middle and elementary school levels, and next steps.

Board member Petersen asked about the District's investment in the drug and alcohol prevention programs and whether the investment was increased from 18 months ago when the model changed. Terry replied that there was an increase in staff costs when the model changed, but carryover funds were used from previous years. This year will be in a breakeven status and in the future a decision will need to be made about whether there will need to be adjustments.

Board member Cooper asked how issues of confidentiality are handled. Becky said the parent signs a release form. Each interventionist operates under a code of professional ethics and complies with FERPA laws and policies/procedures. Terry said the District ensures there is a referral from the counselor and that Compass Health obtains the appropriate release to share information with the District.

Board member Petersen asked for a definition of the Northwest Substance Abuse Prevention Cooperative. Becky replied that it is a cooperative of school districts, with Lakewood School District serving as the fiscal agent to administer monies from the OSPI Drug Omnibus grant.

Board member Yates asked whether the Healthy Youth Survey is conducted throughout the state and how Everett compares. Becky said it is a statewide survey. In the upper grades, Everett is two to eight percentage points above the state average. In the lower grades, Everett is below the state average. Board member Dutton asked whether this is a generic survey and can districts add questions? Becky and Terry said it is a comprehensive generic survey to which districts cannot add questions. Board member Yates asked whether the District can expect this data to improve, to which Becky said yes.

## **PRESENTATION— DRUG & ALCOHOL PREVENTION PROGRAMS**

Board member Yates asked whether interventionists are well accepted in the school community, to which Becky said they are well accepted, due in part to the stability of staff. They have been able to build relationships and are truly a part of the staff. Mr. Yates asked whether the District has an obligation to communicate with the parents when a student is participating with an interventionist. Becky said there are confidentiality requirements and a code of ethics to follow. In practice, parent involvement is sought as much as possible, but the interventionists must be careful to preserve the counseling relationship.

**PRESENTATION—  
DRUG &  
ALCOHOL  
PREVENTION  
PROGRAMS  
(cont'd.)**

President Madsen thanked Terry and Becky for their thorough report.

The Administration provided an update about the District's categorical programs. Terry Edwards distributed a copy of the PowerPoint presentation for the evening as well as a grant summary list for 2006-2007, which amounts to slightly less than \$17 million for the District (E:71/07).

**UPDATE—  
CATEGORICAL  
PROGRAMS**

Terry talked about how grants are a substantial supplement to the basic education program. They are received from various sources and allow the District to provide a variety of supplemental services. Grants have different audiences, purposes and restrictions. Most grants to the District are entitlement grants, but some are competitive. Terry distinguished between supplementing and supplanting. In closing, Terry talked about recent changes in allocations.

Board member Cooper asked whether the Washington Alliance grant is competitive, to which Terry replied that Boeing provides the funds through the Washington Alliance and Everett competes for the dollars with members of the nine-district alliance. Dr. Whitehead noted that Boeing funds the District's school calendar which is not through the Alliance.

Board member Petersen asked about Gates Foundation grants. Terry said the District has had Gates grants, but does not currently. Gates has shifted its focus somewhat in that they offer RFPs for districts they target and then invite them into a consortium. Terry emphasized that, before the District applies for a grant, it always steps back and asks, "Will this grant get us where we need to go?" Mr. Petersen asked about the Gates Foundation's early childhood emphasis, to which Director of Categorical Program Sue Dedrick said the foundation has chosen two locales, Yakima and White Center, to develop model programs.

Mr. Petersen asked whether there are more GEAR-UP opportunities available, to which Terry replied that the Department of Education usually comes out once per year with those grants, but he is unaware of any that are "in the wings."

Karst complimented Terry on taking a very complex subject and making it understandable.

Financial reports as of November 30, 2006, were provided for the Board of Directors' review (E:72/07). The reports include year-to-date information on revenues and expenditures, General Fund projections, a cash report and an investment summary.

## **FINANCIAL REPORTS**

Director of Finance Jeff Moore said the District's financial picture is similar to October's.

### **ACTION ITEMS**

Sue Cooper moved for approval of the revised Consent Agenda. Kristie Dutton seconded the motion.

## **CONSENT AGENDA**

- 1) Personnel Report (revised) (E:73/07);
- 2) Voucher Lists (E:74/07);
- 3) Approval of Mitigation Agreement Between Everett School District and Fountain Place, LLC (SEPA #06-058) (E:75/07);
- 4) Approval of Mitigation Agreement Between Everett School District and Phillip & Susan Paschke (SPO6-11) (E:76/07);
- 5) Approval of Mitigation Agreement Between Everett School District and Jim Janus (SEPA #06-061) (E:77/07); and
- 6) Interlocal Agreement Between Everett School District and OSPI for the Compensation of Two Everett School District National Board Certified Teacher Facilitators and Seven Teachers (E:78/07).

The motion carried unanimously.

### **BOARD COMMENTS**

## **BOARD COMMENTS**

Board member Yates noted the passing of Harry Metzger, long-time District resident and father of Everett High School athletic director Jo Levin. In addition to being a strong community supporter, Mr. Metzger was once a bus driver for the District.

President Madsen reiterated her earlier statements that being appreciated as a Board is very gratifying, but the thanks and appreciation really should be directed at the employees of Everett Public Schools.

With no further comments, President Madsen called for a brief rest break at 6:05 p.m. for five minutes.

President Madsen re-convened the regular meeting at 6:10 p.m.

## **BOARD ACTION AND/OR BOARD DISCUSSION**

At 6:10 p.m., President Madsen opened the discussion of the Board's self-evaluation. She reminded the group that their workplan for last year was to train the new Board member.

Topics covered in tonight's discussion included communicating with the community, identifying future-oriented issues and reviewing areas that have been successful during Mr. Petersen's transition as a new Board member as well as what more needed to happen.

The Board's workplan will be:

- 1) including the role of the Board in the District calendar and other communications with the community;
- 2) conducting a Board study session about future-oriented issues; and
- 3) by approximately his first anniversary (March 2007), Board member Petersen will prepare a list of areas that were effective in his training as a new Board member and areas that could be improved.

In addition, Mr. Petersen will contact the superintendent or one of his Board colleagues when he has questions.

President Madsen called for a half-hour rest break at 7:10 p.m. and moved the meeting down the hall to Conference Room C3. She said the rest break would be of approximately 30 minutes' duration to be followed by a one-hour executive session to conduct the superintendent's mid-year evaluation.

President Madsen re-convened the regular meeting at 7:40 p.m. and moved immediately into executive session to conduct the superintendent's mid-year evaluation. It was announced the executive session would be of approximately 60 minutes' duration.

President Madsen re-convened the regular meeting at 8:40 p.m. and adjourned immediately.

## **BOARD SELF-EVALUATION**

## **EXECUTIVE SESSION— SUPERINTENDENT'S MID-YEAR EVALUATION**

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Carol Whitehead, Secretary

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Karen Madsen, President