

**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, February 13, 2007, beginning at 4:15 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.

**BOARD ACTION AND/OR BOARD DISCUSSION**

President Madsen called the regular meeting to order at 4:15 p.m. and immediately moved into executive session for further discussion of the Superintendent's mid-year evaluation. Prior to going into executive session, it was announced the executive session would be of 15 minutes in length.

At 4:30 p.m., the door was opened and it was announced that the executive session would extend for another 15 minutes.

President Madsen re-convened the regular meeting at 4:45 p.m.

**ADOPTION OF AGENDA**

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

**APPROVAL OF MINUTES**

Roy Yates moved for approval of the minutes of the regular meeting of January 23, 2007. Sue Cooper seconded the motion and the motion carried unanimously.

**SUPERINTENDENT'S COMMENTS**

Dr. Whitehead called on Jim Dean, president of the Everett Association of School Administrators (EASA) and principal of Cascade High School. On behalf of the EASA, Mr. Dean announced that \$100 is being donated in the Board's name to the Everett Public Schools Foundation (EPSF) in honor of School Board Recognition Month which was in January. President Madsen thanked the EASA for the thoughtful gift.

Next, Dr. Whitehead called on Everett High School principal Catherine Matthews who announced that Billie D. Johnson, a veteran of World War II, was recently awarded his high school diploma. Mr. Johnson was among those who sacrificed the personal opportunity to complete high school as a consequence of honorably serving during World War II. Although Mr. Johnson was unable to attend tonight's Board meeting, he sent his appreciation for the opportunity to receive a diploma.

Ms. Matthews shared the good news that six of Everett High School's seniors who are enrolled in the English Language Learner (ELL) program have been accepted to college and four have earned scholarships.

Dr. Whitehead shared a proclamation signed by Everett Mayor Ray Stephanson announcing that February is Career and Technical Education (CTE) Month (E:85/07).

Dr. Whitehead announced that the State Board of Education has granted the District's request to waive the need to make up the missed student day when the District closed because of a windstorm. Therefore, the District will not need to make up the sixth

**EXECUTIVE  
SESSION—SUPT'S  
MID-YEAR EVAL.**

**ADOPTION OF  
AGENDA**

**APPROVAL OF  
MINUTES**

**SUPT'S  
COMMENTS**

student day that was missed. So far, one student makeup day has been held (January 29). On that day, the student absentee rate was 14 percent. The average on regular days is between six and eight percent.

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

The annual state-of-the-school reviews (SOSRs) are in progress and have been excellent. They get better and better each year. It is a pleasure to have the Board members in attendance.

A number of District staff will be presenting at the upcoming WERA conference. They are: Tessa O'Connor, Greg Gelderman, Kathy Seltzer, Terry Edwards, Terry Cheshire and Peter Hendrickson.

Dr. Whitehead reported that she spent the morning in Olympia speaking to the Washington State House of Representatives Appropriations Subcommittee on Education. Others who spoke were: Beverly Cheney (Superintendent, South Kitsap); Mark Johnson (Superintendent, Nooksack Valley); Brian Benzel (Superintendent, Spokane). They talked about the specific monetary shortfall and asked for full funding which would free up local levy dollars to be used for purposes rather than to fill basic education gaps. In her budget, the governor has indicated that I-728 dollars should be used for K-3 class size reduction. Dr. Whitehead said she pleaded during today's presentation to not have that qualifier put on the money. Existing basic education needs to be fully funded before money is targeted for new programs.

**PUBLIC COMMENT**

President Madsen reported that one public comment card had been submitted. She outlined the guidelines for public comment and then called on: Edward Wright—Parent of student at Gateway Middle School. He spoke to the District's harassment policy which, in his opinion, does not address when a specific threat is issued and re-occurs within five days. It is handled as an ordinary threat, something casual. In his son's experience, the police did not get involved because no weapon was seen. Mr. Wright asked the District to review the policy and take corrective action. President Madsen thanked Mr. Wright and asked the superintendent to conduct further research.

**PUBLIC  
COMMENT**

**RECOGNITION OF RETIREES**

None.

**RECOGNITION OF  
RETIREES**

**ITEMS FOR INFORMATION**

The attached proposed revised Policy 1111—District Elections, was provided to the Board of Directors for first reading, with adoption to be recommended at a future Board meeting (E:86/07). The proposed changes adjust the candidacy filing dates to align with the new primary dates.

**PROPOSED  
REVISED POLICY  
1111—DISTRICT  
ELECTIONS  
(regarding new primary  
election dates)—first  
reading**

Director of Communications Mary Waggoner commented briefly.

The attached proposed revised Policy 2410—High School Graduation Requirements, was provided to the Board of Directors for first reading, with adoption to be recommended at a future Board meeting (E:87/07). The proposed changes pertain to course requirements for CTE (Career and Technical Education).

**PROPOSED  
REVISED POLICY  
2410—HIGH  
SCHOOL  
GRADUATION  
REQUIREMENTS  
(re CTE course  
requirements)—first  
reading**

Executive Director of Curriculum Alignment and Implementation Terry Edwards talked about the on-time graduation task force and its beginnings in 2004 which made recommendations about the District's practices around graduation and graduation rates. One of the recommendations was to review the high school graduation requirements. Many presentations to parents and the community were conducted to gather input. A

fairly universal concern was voiced about the requirement for Information Technology (Info Tech) as a required Career and Technical Education (CTE) course. The task force recommended keeping Info Tech as a graduation requirement, but to develop a test for students to challenge Info Tech and have the class requirement waived. Last fall, approximately 75 students at Everett High School and North Middle School were tested on Info Tech. The middle school students had not had an Info Tech class and the high school students had either failed Info Tech or had not taken Info Tech in high school. It was found that certain technology skills and programs have been embedded in other classes with the exception of Excel.

Tonight's recommendation was to dispense with the Info Tech requirement as a graduation requirement because most students are receiving the skills in Info Tech via other classes. The one caveat is Excel, but District staff members are looking for additional ways to teach Excel and embed it in other classes. A benefit of eliminating the Info Tech requirement is that it will help reduce the "clutter" at 9<sup>th</sup> grade which is when this class has generally been offered. The Administration wants to see a shifting of CTE credits from 9<sup>th</sup> grade and spreading to grades 10, 11 & 12. Students will still be required to take CTE credit, but they can choose classes that are more meaningful for them, including Info Tech. As a whole, this is a positive step.

Associate Superintendent for Instruction Karst Brandsma said meetings were held with the CTE teachers and most thought this change opened opportunities for students.

Board member Cooper asked whether the intent to embed the Excel instruction will occur at the middle school as well. Terry replied that the District is developing a new technology plan which includes how and where to embed curricular pieces. In the new science adoption, a spread sheet program that is not Excel has been used, so substituting Excel for that program will help introduce students to Excel.

President Madsen said she thinks this will be a good change for students. She asked whether there is room at the middle school level to offer the equivalent of a grade appropriate Info Tech. Terry said discussions are occurring, but the schedule at middle school is crowded which is why it might be better to integrate Info Tech into classes.

Dr. Whitehead said she is excited about the fact that there is now data showing that students really know how to use technology and understand the ethics around it.

Board member Petersen complimented Terry for his comment about students being free to pursue their passions.

The attached instructional materials were provided for first reading, with adoption to be recommended at a future meeting (E:88/07). The recommended materials pertain to social studies core materials for Grades 6, 10, 11 and 12, and are as follows:

- 6<sup>th</sup> Grade Ancient and Medieval World History—Journey Across Time, Glencoe
- 10<sup>th</sup> Grade Modern World History—Modern World History: Patterns of Interaction, McDougall Littell
- 11<sup>th</sup> Grade U.S. History: Reconstruction to Present—The Americans, McDougall Littell
- 12<sup>th</sup> Grade U.S. Government—United States Government: Democracy in Action, Glencoe.

All of the recommended core materials are informational text that are supported with technology, primary documents, multiple perspectives, geography tools, differentiated instruction and inquiry, critical thinking and group activities. Previously, instructional materials for 7<sup>th</sup> grade World Geography and Washington State History have been approved.

**PROPOSED  
REVISED POLICY  
2410—HIGH  
SCHOOL  
GRADUATION  
REQUIREMENTS  
(re CTE course  
requirements)—first  
reading  
(cont'd.)**

**PROPOSED  
ADOPTION OF  
INSTRUCTIONAL  
MATERIALS—6<sup>TH</sup>  
GRADE WORLD  
HISTORY, HIGH  
SCHOOL WORLD  
HISTORY, U.S.  
HISTORY & U.S.  
GOVERNMENT—  
first reading**

Terry Edwards said the proposed adoption is a continuation of the social studies adoption. Curriculum Specialist Allison Larsen has worked with social studies teachers across the District and is bringing forward this second installment. The adoption included a great deal of involvement from staff. The parents and the community have been offered the opportunity to comment and the District instructional materials adoption committee has reviewed it. Core instructional materials are adopted in the first year and then supplemental materials are adopted in the second year in order to fill gaps. Over the next two years, additional supplemental materials and technology needs will be considered.

Allison talked more about the process and the social studies adoption team. Research in best practices was conducted. Decisions were based on research done by the team. They screened the materials and made their recommendation. Allison displayed the textbooks, noting that materials for 7<sup>th</sup> grade had already been adopted. The team has not yet found materials with which they are satisfied at the 8<sup>th</sup> grade level. The books have a greater focus on social studies skills, activities, document-based questions, reading strategies, graphic organizers, vocabulary notetaking skills, reading maps and charts, incorporation of multiple cultures and perspectives, open-ended questions, recognizing cause and effect through history, differentiating between fact and opinion, supporting good planning and teaching in the classroom, cross-curricular connections, supporting English Language Learners and technology. Terry said a truly exciting piece is that there are full-text textbooks online. Numerous publishers are doing that now.

When President Madsen asked what happens when there are comments in the reviews which say “inadequately developed,” Allison replied that supplemental materials are used.

Board member Petersen complimented Terry and Allison on the process. He asked whether anyone attended the February 5 open forum, to which Allison said no. Terry noted that, in his experience, no one shows up for these events in any district unless something controversial is “on the table.” However, said Allison, there was parent representation on the instructional materials committee. Mr. Petersen asked whether there will be teachers for which technology is a challenge, to which Allison said yes, but professional development opportunities will be offered.

Because Board member Yates needed to leave the meeting to keep another appointment, President Madsen called for a motion to adjust the agenda so that the Action Items could be addressed at this point in the meeting. Board member Cooper moved to amend the agenda as recommended. Board member Yates seconded the motion and the motion carried unanimously.

### **ACTION ITEMS**

Kristie Dutton moved for approval of the revised Consent Agenda. Roy Yates seconded the motion.

- 1) Personnel Report (revised) (E:89/07);
- 2) Voucher Lists (E:90/07);
- 3) Authorization to Call for Bids: Equipment & Related Services for Metropolitan Area Network (MAN) (E:91/07).

The motion carried unanimously.

The Administration recommended the Board of Directors approve a tuition increase for all-day kindergarten for the 2007-2008 school year. The proposed rate for the 2007-2008 school year is \$2,680 which amounts to a 6.8 percent (or \$170) increase over the 2006-2007 school year and is based on an 8.16 percent increase in the cost of medical benefits as well as a 3.4 percent cost-of-living increase in salaries for staff. Associate

**PROPOSED  
ADOPTION OF  
INSTRUCTIONAL  
MATERIALS—6<sup>TH</sup>  
GRADE WORLD  
HISTORY, HIGH  
SCHOOL WORLD  
HISTORY, U.S.  
HISTORY & U.S.  
GOVERNMENT—  
*first reading*  
(cont’d.)**

**PROPOSED  
TUITION  
INCREASE FOR  
ALL-DAY  
KINDERGARTEN**

Superintendent for Finance & Operations Bob Collard said that Title I schools offer all-day kindergarten on a tuition-free basis, while non-Title I schools charge tuition for the half-day that the state does not cover. Dr. Whitehead said the District, by direction of the Board, has consistently attempted to make the program break even. Board member Cooper commented that the Everett Public Schools Foundation offers assistance for all-day kindergarten on a sliding scale fee basis which, according to Mr. Collard, amounted to approximately \$30,000 last year. Bob also said parents are offered a variety of payment options.

**PROPOSED  
TUITION  
INCREASE FOR  
ALL-DAY  
KINDERGARTEN  
(cont'd.)**

Board member Petersen suggested that early learning is an important area to re-visit in the future when making overall plans for the District.

With no further discussion, Roy Yates moved for approval of the aforementioned tuition increase. Sue Cooper seconded the motion and the motion carried unanimously.

**{Board member Yates left the Board meeting to keep another appointment.}**

The Administration presented information regarding the District's Student Success and On-Time Graduation Program. Terry Edwards presented a PowerPoint of the evening's discussion (E:92/07). Entitled "Weaving a Safety Net for Each Student," he talked about the goals of student success and on-time graduation from the perspective of No Child Left Behind (NCLB), the community and parents, the work force and college. He described high school graduation as an educational mandate, an economic necessity, a civil right and a moral imperative. He discussed the formation of the on-time graduation task force in 2004, its three subcommittees (interventions, communications and data), its focus and six of the more important recommendations coming out of the task force. He outlined the four challenges to graduation: earning 22 credits, WASL, argumentative paper and culminating exhibition. "Weaving the safety net" becomes the methods for helping students meet the four challenges to graduation. He reviewed the graduation rates from 2003 to 2006 for the District high schools vs. the state and explained how graduation rate is derived. Terry talked about the role of accurate data in on-time graduation. He moved on to discussing next steps relating to each of the four challenges to graduation. He also talked about the next steps relative to technology, providing challenging options and attendance.

**PRESENTATION—  
STUDENT  
SUCCESS & ON-  
TIME  
GRADUATION  
PROGRAM**

Karst Brandsma commented that the positive interactions, input, support and leadership among the high school principals contributes to making this systems approach a success. Dr. Whitehead added that the ability to gather the data and pull it up quickly (thanks to funds from the bond issue), establishment of the administrative position which focuses on on-time graduation, and hiring of the success coordinators all helps bring about these positive results.

Board member Cooper said this exciting work must infuse a great deal of energy and enthusiasm into the classroom. In fact, it is evident in the state-of-the-school reviews. Board member Petersen asked for clarification about Sequoia High School's dropout rate. President Madsen commended Terry for the excellent report.

Financial reports as of December 31, 2006 were provided for the Board of Directors' review (E:93/07). The reports include year-to-date information on revenues and expenditures, General Fund projections, a cash report and an investment summary. Director of Finance Jeff Moore reported that the fund balance is at \$11.8 million. The Administration is optimistic about budget planning for next year.

**FINANCIAL  
REPORT**

**BOARD COMMENTS**

None

**BOARD COMMENTS**

At 7 p.m., President Madsen called for a five-minute rest break. President Madsen re-convened the regular meeting at 7:05 p.m. and followed immediately with the study session.

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

A study session was held concerning the proposed middle school boundary adjustments.

Dr. Whitehead opened the presentation by outlining the reasons for reviewing the middle school boundaries in the south end: enrollment growth in the south end of the District, resulting in overcrowding; anticipated building that will happen in the south end; and flat or declining enrollment in north end middle schools. The boundary review committee convened last fall and consisted of middle and elementary school principals and parents. District support staff members provided information and answered questions. In particular, Terrie DeBolt and Mike Gunn are to be applauded for their assistance in providing transportation and demographic data. The meetings were facilitated by an outside consultant and minutes from each meeting were made public. The committee submitted its recommendation to the Superintendent and, in fact, the boundary change recommendations presented to the Board by the Superintendent are exactly the same as those from the committee. The committee meetings were open to the public and the committee provided an opportunity for the public to speak at each meeting. A formal hearing was held on January 17. The District website was regularly updated with meeting minutes and other information. A public comment section was available on the website. Notices about the public hearing were mailed to all families who could be affected by the committee's recommendation and were reminded of the hearing by a ConnectED call from the Superintendent. In addition to tonight's recommendation to the Board from the Superintendent, the next steps include a public hearing with the Board on March 5, Board review and approval later this spring, followed by implementation in the fall of 2008.

Next, Dr. Whitehead called on Director of Facilities and Planning Mike Gunn. He distributed a PowerPoint presentation (E:94/07). He talked further about the process, outlining the parameters and guiding principles for the committee and listing the kinds of information provided to the committee by the staff. He showed a map (included in the attachment) of the proposed changes and shared the projected middle school capacities and enrollments in 2011. The proposed boundary adjustments will result in the movement of 882 students.

In closing, Dr. Whitehead talked about a proposed change in the current variance process to help ease the changes for the affected families: For students who will be in the 6<sup>th</sup> or 7<sup>th</sup> grades beginning with the next school year, they could move to their new middle school on a priority variance (which is available only during the 2007-2008 school year). For students who will be in the 8<sup>th</sup> grade during the time this change is implemented and want to stay in their current school for their final year in middle school, they could have a priority variance for the 2008-2009 school year only. Students must meet all other variance requirements such as space availability.

Dr. Whitehead indicated that she attended the final committee meeting and received their recommendation. At that time, all parents who served on the committee said, "It would be OK with me to have my child attend any of the five middle schools." It was very special to hear that.

President Madsen adjourned the regular meeting at 7:40 p.m.

#### **STUDY SESSION— PROPOSED MIDDLE SCHOOL BOUNDARY ADJUSTMENTS**

