

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 11, 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, Karen Madsen, Ed Petersen and Roy Yates. Absent: Kristie Dutton.

ADOPTION OF AGENDA

President Madsen called for any recommended changes to the agenda. Superintendent Carol Whitehead reported that there would be a revised personnel report. President Madsen also requested that the order of tonight's agenda be changed so that the "Public Comment" section appears immediately following "Approval of Minutes." With that, Sue Cooper moved for adoption of the revised agenda. Roy Yates seconded the motion and the motion carried unanimously.

**ADOPTION OF
AGENDA**

APPROVAL OF MINUTES

Roy Yates moved for approval of the minutes of the regular meeting of August 14, 2007. Sue Cooper seconded the motion and the motion carried unanimously. Sue Cooper moved for adoption of the special meeting of August 29, 2007. Roy Yates seconded the motion and the motion carried unanimously.

**APPROVAL OF
MINUTES**

PUBLIC COMMENT

One Public Comment card was received. President Madsen reviewed the guidelines for giving public comment. She then called on:

1) David Sorenson—Silver Firs parent—Disagrees with the placement of his child in a split class. He also expressed concern with the process for making the placement and notifying the family. He distributed a copy of the script from which he provided his comments (E:01/08).

**PUBLIC
COMMENT**

SUPERINTENDENT'S COMMENTS

Dr. Whitehead called on Area One Executive Director Jim McNally who introduced Hawthorne Elementary School's new principal Sara Hahn. He spoke of Sara's extensive and varied credentials. She speaks Spanish, is learning Korean, is an accomplished musician and has a black belt in tae-kwon-do. Most recently, Sara was the principal in an elementary school in the Salem-Kaiser School District in Oregon. There are many parallels between that school and Hawthorne Elementary in terms of strengths, challenges, diversity and range of programs. Sara earned her undergraduate degree at the University of Portland, her master's at Portland State University and is completing her doctorate at the University of Oregon. Sara said she is excited to be in Everett and looks forward to building relationships with the students, parents, staff and community at Hawthorne.

**SUPT'S
COMMENTS**

Dr. Whitehead called on Director of Communications Mary Waggoner who talked about tools accessible to parents on the District website (E:02/08). She said kudos go to Becky Ballbach, Terrie DeBolt, LauriBeth Hull and Terry Feller for their work in inserting linkages for scholarship information, making it possible for parents to locate the schools in their service area, and listing organizations authorized to distribute information and flyers. Dr. Whitehead noted that the latter offering will save money for the organizations at times when it is not necessary for them to distribute paper flyers.

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

Executive Director of Curriculum Alignment and Implementation Terry Edwards reported that the District partnered with the Everett Boys and Girls Club to apply for a 21st Century Grant for enhanced learning opportunities. Funds from the grant are for extended day opportunities, primarily at Hawthorne and Garfield Elementary Schools. Math Whizz is providing the software at a reduced price. The District applied for, and received, \$75,000 for the grant which is renewable for five years. These are Federal dollars that come to the District through OSPI.

To close tonight's comments, Dr. Whitehead said this is the best start of school she has seen in her career. Associate Superintendent of Finance and Operations Bob Collard reported that the District's enrollment figures were close to 18,479 which are 48 more than at this time last year. Based on three- and five-year averages used to project the October 1 enrollment, Bob is confident the District will be very close to the 18,611 number projected in the budget. He expressed his appreciation for all who have been involved in the process. Dr. Whitehead said much credit goes to the principals who have done a thorough job of following their enrollments, including tracking variances and conducting follow-up calls to parents. Boundary changes at the schools in the south-end could have presented a challenge in terms of having accurate enrollment projections, yet only a couple of staff moves have been needed, which is another testament to the accuracy of the projections. The middle school numbers were on target even with early variances being allowed by the impending implementation of boundary changes. At the high school level, significant changes were made in the last couple of years, such as the way the grade level of a high school student is determined. Although the calculations became very different, the principals worked hard to make the changes successful.

Area Two Executive Director Lynn Evans said a team effort at the high schools helped ensure new students in particular had their schedules in a timely manner. The goal last spring was for every student at the high schools to have a schedule and in class by the fourth day. Indeed, that goal was met, and even exceeded. Jim described some of the ways this happened such as conducting a series of workshops to help staff with Pentamation and scheduling. In addition, communication was established with 8th graders last year to confirm that they were planning to attend high school in Everett schools. In July, each principal made *ConnectED* calls to members of their student population. Rather than waiting until the beginning of the school year to process files of new and transfer students (as has been customary), office staff worked during late July and early August to complete the task. Counselors worked extra days this summer to build appropriate schedules for each student. As a result, schools such as Everett High School had many fewer inaccurate, incomplete or invalid schedules (53 pages last year vs. three pages this year). Sequoia High School also made some changes which included teachers contacting each student. *ConnectED* calls were also made.

Dr. Whitehead shared observations made by expanded Cabinet members after the first day of school. They saw empty hallways just a half-hour into the school year; Forest View is beautiful; all schools were clean and all sites looked wonderful; Silver Lake and Garfield are under major construction, but one wouldn't know it by the attitude of those on site—students, staff and families were thrilled with the surroundings. Not only did the custodial and maintenance crew do a great deal of cleaning, they helped move the 100 new staff and administrators who were hired in the spring and summer. With the assistance of a number of college students, technology was up and running at Forest View; contractors were responsive and responsible. Central Office staff members volunteered at the sites on the first day by helping with parking and directing students to their classes, for example. Transportation staff did an amazing job. "Smooth, calm, seamless and perfect" were the words used by expanded Cabinet members to describe the first day of school. Even with all this, WASL scores rose. Dr. Whitehead showed

the poster that was displayed at each site to welcome staff and congratulate them on the WASL scores achievement (attached).

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

RECOGNITION OF RETIREES

Mary introduced tonight's retiree, Christine Secor, who is a counselor at Eisenhower Middle School. Former Eisenhower Middle School principal David Jones said Chris began her career in Michigan in a vocational rehabilitation technical school and then in an adult high school, followed by employment in Canada at a community college as a vocational counselor. Her next stop was in the Edmonds School District for approximately five years, followed by one year in Northshore School District. She ultimately fulfilled her wish to be employed in Everett schools when she was hired as a counselor at Evergreen Middle School. She then transferred to Eisenhower Middle School where she has been for the last 17 years. Chris, said Jim, has a knack for connecting with students and their families; she developed a great deal of school spirit among staff and students. Chris is a quality employee. Several of Chris's supporters were on hand tonight. Chris's future involves expansion of her work as a private counselor. She introduced her husband, and talked about her future. President Madsen thanked Chris for her excellent service to the District and presented her with a crystal memento apple.

RECOGNITION OF RETIREES

The Administration provided a report on summer maintenance projects. Director of Maintenance Gary Jefferis shared a PowerPoint presentation of a sampling of the 19 different types of projects that took place this summer. He cited a number of statistics that describe the magnitude of the work of the department. For example, District maintenance staff members maintain 6.2 million square feet of exterior painted surfaces and deal with 164 incidents of exterior vandalism. They maintain 64 acres of roof; all major sound systems; 122 acres of wetlands and buffers; 200 acres (weekly) of fields; 29 acres of lawns; 16 acres of flower beds; 1,200 sprinkler heads; miles and miles of piping, conduit and wiring; 53 acres of parking; 14 acres of walkways and paths, 12 acres of asphalt playgrounds; 11 million square feet of walls; all boilers; 1.2 million square feet of carpet; HVAC systems; District vehicles; and all lights and vents. They also move staff and furniture between phases of construction projects. In closing, Gary said maintenance staff members are here to serve and they love their work.

REPORT— SUMMER MAINTENANCE PROJECTS

President Madsen said the information is impressive and reminds one of how much happens for children that is not always noticed or thought about. Board member Cooper echoed President Madsen's comments and said the seamlessness of the work is amazing. When the Board visits the sites, staff members frequently express their appreciation for their clean, well-maintained surroundings that enable them to do their work. Board member Yates said when one asks the best of students and staff in terms of achievement, it becomes an easier task when one operates in a clean, safe environment. Ms. Cooper asked whether steps can be taken to avoid the vandalism, to which Gary said frequent contact is maintained with the authorities who catalog the incidents. Maintenance security staff members strive to be more visible and maintenance department staff members work with the principals and their staffs. Bob Collard said one of the most effective tools against vandalism is to re-paint or wash the surface immediately. Block watches are active. Neighbors are urged to call the police department right away if they see vandalism happening.

REPORT—2007 WASL RESULTS

The Administration provided information about the 2007 WASL results. Terry Edwards distributed copies of his PowerPoint presentation (E:03/08). He reviewed changes in administration of the 2007 WASL; provided comparisons between 2007 and 2006 WASL results for the State and for the District; showed trends in WASL results over the last several years; outlined WASL results by level of proficiency; and charted WASL achievement gaps. He discussed Washington's 2008 graduation requirements; talked about other paths to graduation; and reported on summer WASL retakes. Terry concluded his presentation by listing the next steps for the classes of 2008 and 2009, among them being offering accelerated learning support classes and PAS (Promoting Academic Success) opportunities.

Board member Petersen said it is impressive to see these results. He then asked about new resources for math that came out of the Legislature, to which Terry said the big piece is professional development which amounts to approximately two extra days. Just delaying the test was also significant, but the pressure needs to continue. Dr. Whitehead added that the continuation of the I-728 dollars, for which the District is using some of the funds for math facilitators, is important to mention. Mr. Petersen sought clarification of the differences between schools that are in Step 1 and 2 of AYP. He also asked for more information about the differences among Title I, AYP sanctions for Year 1, and Improvement Steps 1 and 2. Mr. Petersen said he would be interested, at another time, in hearing more about Hawthorne and the future implications. Dr. Whitehead said a report to the Board is forthcoming.

President Madsen asked for a definition of segmented math, to which Terry said it is a math course developed by OSPI which takes the WASL standards and provides instructions on a third of the standards. Students produce individual products around those standards for homework, save the products as part of their portfolios and then do an independently-monitored assessment in class that becomes part of their portfolios. Over time, they build their portfolio and submit it. She then asked how District demographics compare to that of the State in terms of ELL children, etc. Terry said Everett has a lower low-income number than the State averages, but that gap is decreasing. Regarding ELL, six years ago, Everett was at 450 students; now, that number is 1,500. Ms. Madsen asked about data between achievement of boys and girls, to which Terry said he is in the early stages of gathering the data based on WASL performance, SAT performance, AP performance and GPA. A more indepth report is forthcoming.

Board member Cooper said it is very encouraging to see the progress on the WASL, but it is discouraging to see the AYP dilemma that is coming. Nevertheless, it appears the District has done some innovative things to address AYP issues. As he has mentioned in the past, Terry said AYP is not a matter of if, it is when. Karst said the state uniform bar keeps increasing so that by 2014 it is at 100 percent. Not one district in the state with an enrollment over 5,000 meets AYP due in part to the end sizes of the sub-categories.

Board member Yates recalled early discussions about NCLB and the AYP and the cautions shared by the Administration.

Financial reports as of July 31, 2007 were provided for the Board of Directors' review (E:04/08). 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 District is projecting a slightly more favorable fund balance of \$12.275 million. The Accounting Department is completing final accruals to close the books for the year on October 25.

FINANCIAL REPORTS AS OF 7/31/07

ACTION ITEMS

Roy Yates moved for approval of the revised Consent Agenda. Ed Petersen seconded the motion.

- 1) Personnel Report (revised) (E:05/08);
- 2) Voucher Lists (E:06/08);
- 3) Membership on Gertrude Jackson Advisory Board (E:07/08);
- 4) Revision to 2007-2008 Professional-Technical Salary Schedule (E:08/08);
- 5) Approval of Grant: Title I, Part A—Improving Basic Programs (E:09/08);
- 6) Approval of Grant: Title IV, Safe and Drug Free Schools and Communities (2007-2008) (E:10/08);
- 7) Approval of Mitigation Agreement Between Everett School District and Cornerstone Home NW, LLC (#04-118517) (E:11/08); and
- 8) Architect Selection for Three Construction Projects (E:12/08).

The motion carried unanimously.

The Administration recommended approval of the contract between Everett School District and Snohomish County Human Services Department for the Early Childhood Education and Assistance Program (ECEAP) to provide preschool services and family support to income eligible students who, with special assistance, will be more likely to succeed in the public school system (E:13/08). The District receives this contract funding on an annual basis.

Dr. Sue Dedrick, Director of Categorical Programs/Basic Skills, reported that the District expanded its ECEAP program. Previously, this program has been at Madison and Garfield Elementaries and now it will also be at Hawthorne Elementary, growing from serving a total of 72 students to 108 students. Partnering with the Head Start program has been a great collaboration. Consideration is being given to further expansion next year, perhaps more in the southern end of the District. When Board member Petersen asked whether the expansion is a result of the Governor's emphasis on early childhood education, Dr. Dedrick said yes.

With that, Ed Petersen moved to approve the aforementioned contract. Sue Cooper seconded the motion and the motion carried unanimously.

The Administration recommended that the Board of Directors grant authority to the Superintendent to sign an agreement with the Northwest Educational Service District (NWESD) 189 for the purpose of the District receiving support for the K-20 Network (E:14/08). The NWESD 189 is responsible to the State to provide, at no charge, K-20 network support. Funding is provided to NWESD 189 from OSPI for this purpose. The initial term of the agreement is from September 1, 2007, through August 31, 2008. The agreement shall automatically be renewed for the same period each subsequent year unless the District gives written notice of its election to terminate the agreement at least 180 days before the end of the initial term or any renewal term. Director of Information Systems and Technology Ken Toyn said the agreement is primarily a gateway for internet access.

With that, Roy Yates moved to grant authority to the Superintendent to sign an agreement with Northwest ESD 189 for the purpose of the District receiving support for the K-20 network. Sue Cooper seconded the motion and the motion carried unanimously.

The Administration recommended the Board of Directors award the bid for the North Middle School Auxiliary Gymnasium Addition to Saxas Construction for the base bid in the amount of \$2,466,100 and Alternate No. 1 for \$13,260, plus WSST (E:15/08).

CONSENT AGENDA

CONTRACT BETWEEN ESD & SNO.COUNTY HUMAN SERVICES DEPT. FOR ECEAP PROGRAM

AGREEMENT BETWEEN ESD & ESD 189 FOR K-20 NETWORK SUPPORT AGREEMENT

AWARD OF BID FOR NORTH M.S. AUXILIARY GYM ADDITION

Two bids were received in the amount of \$2,466,100 and \$2,530,000. The project estimate was \$2,530,000. A summary of the bids and a letter from NAC Architecture recommending the award of bid are attached. The project is funded by the 2006 bond issue.

**AWARD OF BID FOR
NORTH M.S.
AUXILIARY GYM
ADDITION (cont'd.)**

Construction Director Hal Beumel said the industry appears to be stabilizing. Saxas Construction is a minority contractor, 80 percent owned by the Confederation of Chehalis Tribes. Their references were impeccable (University of Washington and the King County Health District). Dollars for the project come from the 2006 bond; no State money is available.

With that, Ed Petersen moved to award the bid for the North Middle School Auxiliary Gymnasium Addition to Saxas Construction. Sue Cooper seconded the motion and the motion carried unanimously.

The Administration recommended the Board of Directors approve the Encroachment Consent Agreement between Everett School District and John & Elizabeth Troutman (E:16/08). The District owns a grass playfield on a three-acre site in the 3600 block of Norton Avenue near Sequoia High School. This property is encroached by a portion of an eave of a garage and a driveway serving a residence located at 3602 Grand Avenue. These encroachments appear to be relatively minor and the driveway is located in an area that is also subject to a reserved public easement for use as a public street. The agreement provides the District's consent to the encroachment in return for a commitment by the homeowner to defend, indemnify and hold harmless the District against any and all claims or liabilities associated with such use.

**APPROVAL OF
ENCROACHMENT
CONSENT
AGREEMENT
BETWEEN ESD
AND JOHN &
ELIZABETH
TROUTMAN**

Director of Facilities Mike Gunn reviewed the background, previously shared with the Board. District legal counsel determined that the encroachments are minor and can be resolved with this consent agreement. When asked whether the agreement can be recorded with the County, Bob Collard said this question will be asked of District legal counsel.

With that, Sue Cooper moved to approve the aforementioned agreement. Roy Yates seconded the motion and the motion carried unanimously.

The Administration recommended the Board of Directors grant authority to the Superintendent to accept the terms of the Fiber Cable Installation and Use Master Permit to be issued by the City of Everett for the installation, operation and maintenance of the Metropolitan Area Network (MAN) within the City of Everett (E:17/08). In order to construct the MAN within the City of Everett, the District must obtain a Fiber Cable Installation and Use Master Permit with the City of Everett for the installation, maintenance and use of communications Fiber Cable in the City of Everett right-of-way. The proposed agreement was reviewed by District staff, technical consultants and legal counsel and found to be satisfactory.

**FIBER CABLE
INSTALLATION
AND USE MASTER
PERMIT (w/City of
Evt.)**

Ken Toyn said this and the following agreement are similar to the agreement recently executed with Snohomish County. No public hearings are necessary for either of the two agreements. The Everett document (Fiber Cable Installation and Use Master Permit) is a permit whereas the Mill Creek document is an agreement (Agreement Between Everett School and City of Mill Creek for Right-of-Way Use Authorization). Ken shared PowerPoint presentations for both documents (attached).

With that, Sue Cooper moved to grant authority to the Superintendent to accept the terms of the aforementioned Fiber Cable Installation and Use Master Permit with the City of Everett. Ed Petersen seconded the motion and the motion carried unanimously.

The Administration recommended the Board of Directors grant authority to the Superintendent to sign the Right-of-Way Use Authorization Agreement between Everett School District and the City of Mill Creek for the installation, operation and maintenance of the Metropolitan Area Network (MAN) within the City of Mill Creek (E:18/08). In order to construct the MAN in Mill Creek, the District must enter into an agreement with the City of Mill Creek for the installation of fiber optic lines within the city to connect District facilities within and outside of the city limits. The proposed agreement was reviewed by District staff, technical consultants and legal counsel and found to be satisfactory.

**AGREEMENT
BETWEEN ESD &
CITY OF MILL
CREEK FOR
RIGHT-OF-WAY
USE
AUTHORIZATION**

Sue Cooper moved to grant authority to the Superintendent to sign the aforementioned Right-of-Way Use Authorization Agreement with the City of Mill Creek. Roy Yates seconded the motion and the motion carried unanimously.

BOARD COMMENTS

Board member Petersen asked for clarification of the process that is followed to address public comment. President Madsen called on Dr. Whitehead who said that the Board President asks the Superintendent to review the situation outlined during the comments, respond to the speaker and share the Administration's response with the Board. Mr. Petersen asked that the Board be notified if policy issues are involved relative to tonight's public comment.

**BOARD
COMMENTS**

Board member Cooper thanked those who arranged and provided tours of the new transportation facility and Forest View Elementary. Both tours were very interesting and these are outstanding facilities.

Board member Cooper said she and President Madsen will attend the upcoming WSSDA Legislative Conference, to be held in Yakima. If fellow Board members have input, please inform Ms. Madsen or Ms. Cooper. The District and the WSSDA Legislative Committee submitted the following issue concerning salary equity which is listed among the legislative issues with a "Do Pass" attached to it. The issue is: *The WSSDA shall initiate and/or support legislation and a budget proviso that treats all school districts in the state equally when allocating revenue for salaries for certificated/non-administrative staff, classified staff and administrative staff. The uniform revenue allocations for salaries should be set by using the highest revenue allocations currently applicable to that of districts currently receiving the highest allocation from the state in each of the three categories.* Dr. Whitehead said it is critical that the language appears as above.

Before adjournment, Dr. Whitehead referenced an article that appeared in today's edition of *The Herald* concerning the effort at District high schools to ensure students had their schedules in a timely manner (E:19/08).

With no further comments, President Madsen adjourned the regular meeting at 7:25 p.m.

Carol Whitehead, Secretary

Karen Madsen, President