

**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, November 18, 2003, 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 and Roy Yates. Absent: Paul Roberts.

**ADOPTION OF AGENDA**

President Madsen called for any recommended changes to the agenda. Superintendent Carol Whitehead reported that the Board will be presented with a revised Personnel Report. In addition, she requested the addition of "labor negotiations" to tonight's executive session. With no further changes, Paul Roberts moved for adoption of the revised agenda. Sue Cooper 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 November 4, 2003. Kristie Dutton seconded the motion and the motion carried unanimously.

**APPROVAL OF  
MINUTES**

**SUPERINTENDENT'S COMMENTS**

Superintendent Whitehead noted that two students are in tonight's audience, both of whom are Board members' daughters. They are Kate Shepherd, daughter of Karen Madsen; and Katie Dutton, daughter of Kristie Dutton.

**SUPT'S  
COMMENTS**

Dr. Whitehead called on Associate Superintendent for Instruction Karst Brandsma to provide an update on recent athletic activities. Mr. Brandsma reported that seven fall sports recently concluded: girls' golf, boys' tennis, girls' volleyball, boys' football, boys' and girls' cross-country and girls' soccer. Five winter sports have begun. Sophomore Matt Kapinski excelled in cross-country competition at a recent meet in Ellensburg, recording the third fastest time for a sophomore. Birgette Sutherland was a state swim competitor and recorded her fastest time ever. The Everett High School girls' volleyball team won third at the district which was one place away from going to state. Brittany Thompson, of Jackson High School, attended the state swim meet, placing seventh in the breast stroke. Other JHS success stories were: the girls' soccer team was co-champion in the southern division and first in WESCO; boys' tennis was also first in WESCO; girls' volleyball went to district; girls' swim was second in WESCO and had a number of swimmers go to state—Amber Pleasant was fifth in the 50 freestyle and eighth in the 100 freestyle; Emily Rogers placed eighth in the 200 individual medley and 13<sup>th</sup> in the 100 breast stroke; Lindsay Pagard placed 13<sup>th</sup> in the 500 freestyle; and the 400 free relay team of Amber Pleasant, Emily Rogers, Lindsay Pagard and Angie Wang placed fourth. JHS boys' football had its best season in school history. They were Western Conference champions and undefeated in league play. Their running back, Johnnie Kirton, gained 2,600 yards and came within approximately ten yards of capturing the state record. JHS was second in WESCO in defense and had their first ever state playoff appearance, but were defeated by Lake Washington. At the conclusion of his report, Mr. Brandsma showed photographs from the recent WSSDA (Washington State School Directors Association) fall conference at which Superintendent Whitehead was named by WASA (Washington Association of School Administrators) as the Washington State Superintendent of the Year.

Executive Director of Human Resources Molly Ringo reported that a new staff welcome event was held recently. It is unique to Everett and enjoys great community support and involvement. It was spearheaded by Director of Employment Steve Katz. Approximately 20 new staff attended.

Associate Superintendent for Finance and Operations Jeff Riddle reported there have been positive gains in District enrollment. The District headcount has increased, with growth at the elementary and middle school levels. Although the last couple of years have been challenging to predict in terms of enrollment, the District seems to be experiencing an upturn.

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

**PUBLIC COMMENT**

President Madsen recognized Mark Nesse, who is a former school Board member and director of the Everett Public Library. He read into the record a resolution in recognition of Dr. Whitehead's selection as Superintendent of the Year (E:41/04). He thanked Carol and the Board for their hard work. At this point, Dr. Whitehead received a standing ovation.

**PUBLIC  
COMMENT**

**RECOGNITION OF RETIREES**

None.

**RECOGNITION OF  
RETIREES**

**ITEMS FOR INFORMATION**

The Administration was provided the attached proposed revised Policy 6310—Internships (*relating to Board support for professional internships*) to the Board of Directors for first reading with approval to be requested at a future Board meeting (E:42/04). Director of Communications Gay Campbell reported that the proposed revision reflects a slight change, stating that a process for internships will be established. The policy continues to affirm the Board's support for internships.

**PROPOSED  
REVISED POLICY  
6310—Internships  
(relating to Board  
support for professional  
internships)**

The Administration provided an update about ESEA (Elementary and Secondary Education Act), high school graduation rates and attendance. Karst Brandsma introduced the presentation, noting that the Board will be asked to adopt goals for high school graduation and attendance rates at the December 9 Board meeting.

**PRESENTATION—  
ESEA/High School  
Graduation  
Rates/Attendance**

Executive Director for Curriculum Alignment and Implementation Terry Edwards provided a handout outlining the night's presentation (E:43/04). It included a discussion of the nine categories for ESEA, proficiency targets, state uniform bars, AYP (adequate yearly progress) timelines, the 37 cells for determining AYP, the District's 2003 AYP results, additional indicator requirements, new improvement goals and next steps. ESEA requires districts to disaggregate student data for the first time into nine categories: all "continuously enrolled" students; American Indian students; Asian/Pacific Islander students; Black students; Hispanic students; White students; students with disabilities (special ed); limited English proficiency students (ELL); and students from economically disadvantaged families (free/reduced lunch). A student can be counted in multiple categories. There are goals for how each group will perform and targets to monitor student growth and learning achievement.

WASL and ITBS improvement goals based on the state accountability commission's guidelines are to show a 25 percent reduction in the number of non-masters. New goals are centered around the ESEA requirements. Proficiency targets are in reading and mathematics. Separate targets have been set for each of the benchmark years at 4, 7 and 10, using the WASL test as the baseline and the measure for how goals are achieved. ITBS scores do not enter into the accountability system any longer, either at the state or federal levels. The goal is to begin reviewing student WASL performance with a baseline in the 2002 school year. All students in each category need to reach 100 percent proficiency by 2014. Everett's district and building goals are much higher than the state uniform bar. If a district falls below the state uniform bar, then they do not meet AYP and a process of remediation begins and, eventually, sanctions are imposed. When a school does not meet AYP for three consecutive years, they must develop a school improvement plan. In year five of consecutive non-compliance, the school must offer supplemental services such as tutoring. Eventually, in year seven of being continuously out of compliance, a school reverts to an alternative form of governance.

During the seven-year cycle, once a district is back in compliance for two years, they return to year one of the AYP continuum.

The District has goals in all nine categories for reading, mathematics and an assessed goal of testing 95 percent of all students in each category every year. Two additional measures include the unexcused absence rate (elementary and middle school) and the graduation rate (high school). States were allowed to pick these additional indicators. In 2003, there were five District schools that did not meet AYP. In all, these schools were out of compliance in 14 out of a possible 925 cells. In general, compliance issues are with special education and ELL which, by definition, are areas in which the District will almost always be out of compliance. Also troubling are compliance issues for black students in reading at grade 4, math at grade 7, and reading and math at grade 10. Programs at the schools have begun to address these issues.

Terry talked about the two additional indicators mentioned above: unexcused absence rates and graduation rates. Much discussion has occurred at the state and local levels about the definition of these rates and the recordkeeping requirements associated with maintaining this information. To be in compliance with AYP for unexcused absence rates, less than one percent of the student body must be classified as unexcused absences for grades 1-8 for the school year, both in each school and in the district. The definition of excused and unexcused absences has necessitated some clarification and Everett has worked with its school administration to ensure the definitions are consistent. Everett's unexcused absence rate for grades 1-8 was slightly more than .5 percent, which is well below the one percent districtwide target.

In terms of graduation rates, each district and each high school will need to establish goals to increase the percentage of "on-time" graduates; that is, students who graduate within four years. This is a different philosophical approach from the District whose policy states that if a student needs to take five years to graduate, then they should take five years. The new ESEA guidelines say a student should graduate in four years and if they do not graduate in four years, then they are not to be counted in the graduation rate and they are not counted as a graduate. The district and school goals are that the graduation rate will not be less than 73 percent. However, the state has yet to indicate Everett's 2003 graduation rate based on the data provided in the P-210 reports. Everett is attempting to develop the capability to calculate that percentage. The state's goal is to have 85 percent of its students graduating on time by 2014.

Last week, the District received information from OSPI requiring districts across the state to adopt new reading and mathematics goals (based on the state uniform bar), and new attendance and graduation goals, all by December 15. The goal statements will be presented to the Board at its December 9 Board meeting. When asked whether August graduates count in the graduation rates, Terry said yes. Students are kept on the rolls until they are 21 because funding extends until then. By keeping the data a fifth year and all the way to age 21, the District will be able to adjust its graduation rate for two years earlier.

When asked whether ITBS will become an irrelevant testing mechanism for the District, Director of Evaluation and Research Ric Williams replied that the state continues to require ITBS, but doing away with it will not cripple the District in terms of diagnosing what students need in order to do better. The legislature would need to change the requirement for ITBS before it would become irrelevant. In fact, the State has extended the ITBS contract for this year and next year, at which time it will be replaced by a WASL test. When asked for a definition of step 2 supplemental services, Terry said providers must meet certain criteria and register with OSPI. Supplemental services would be provided to schools with Title I funding. Parents of the student who qualifies will choose whether to receive the supplemental service. When asked about the issue of

funding, Terry said there is a realization at some levels that more resources will be needed, but those resources are not evident. Even if resources diminish, it does not mean the requirements will go away. There are no large amounts of money coming to the districts. In addition to WSSDA's work with the legislature regarding funding, WASA is considering a gap analysis study; that is, determining the gap between what exists vs. what is needed to meet requirements.

Year-end financial reports for 2002-2003 were provided for the Board of Directors' review (E:44/04). They contain closing financial data for the 2002-2003 fiscal year. Associate Superintendent for Finance and Operations Jeff Riddle reported that the District ended the year with an excess of revenue over expenditures of \$1.1 million. This happened due to aggressive staffing management. In addition, utilities were less than projected and transportation expenditures were held down. In general, staffs were careful with funds and have been working to change the way they do business. Resources are diminishing, so prioritizing is especially important. Moneysaving efforts will continue and staff will be called on to make tough decisions to maintain a reasonable fund balance.

The Administration provided information about the District's Department of Food and Nutrition program. The department's manager, Debbie Webber, provided the report. She began by reporting that our nation's food and nutrition habits are on the forefront of the media in the form of obesity. She shared statistics from national obesity trends between 1987-2001 showing a major increase in the number of obese adults. Childhood obesity is also increasing at an alarming rate, with obesity rates doubling in children and tripling in teens over the last two decades. Everett's Food and Nutrition Department has as its goals the provision of tasty, nutritious, appealing and student-tested meals at an economical price; provision of efficient meal service in a positive, pleasant and nurturing atmosphere; meeting the individual dietary needs of its customers whenever possible; competitively and professionally meeting the catering needs of the District; storing, preparing and serving food in a safe and sanitary manner; and covering all department expenses while returning five percent of the department's revenue to the General Fund. The department serves breakfasts, lunches and snacks. The summer lunch program serves 600 meals per day and involves partnering with the City of Everett, Snohomish County, the YMCA, a local church, the Housing Authority and the Parks Department. USDA regulations are clearly defined in the areas of nutritional guidelines, eligibility guidelines and anonymity guidelines. Debbie showed meal participation percentages, meal patterns and sample menus. Additional food service available to students includes student stores, vending machines, fundraisers and concessions. When making decisions about what to sell at each level, Debbie considers the cost, the nutritional content, the size of the portion and whether the student can finish the portion within the allotted time. No super-sized desserts, beverages or snacks are sold. Cookies, beverages and French fries comprise the highest volume of sales. Over the years, participation has been fairly stable.

Debbie reported steps other areas have taken to reduce caloric offerings to students. Los Angeles County banned the sale of soft drinks, juice drinks with less than 50 percent of fruit juice and sugary sport drinks. New York City Schools have adopted nutritional guidelines that apply to all food and beverages sold to students. Seattle schools were able to amend their contract with Coca-Cola by adding provisions for modifying and/or canceling the agreement. A number of organizations are speaking up about nutrition and childhood obesity. Among them are the Children's Alliance, the National Center for Chronic Disease Prevention and Health Promotion, the U.S. General Accounting Office, the National School Boards Association, the Center for Science in the Public Interest and the National Alliance for Nutrition and Activity.

**PRESENTATION—  
ESEA/High School  
Graduation  
Rates/Attendance  
(cont'd.)**

**YEAR-END  
FINANCIAL  
REPORTS 2002-  
2003**

**PROGRAM  
REPORT—  
Department of Food  
and Nutrition**

Among the recommendations that have been made: ensure pupils a minimum of 30 minutes to eat lunch; prepare a list of beverages that shall not be provided or sold at schools; and limit maximum portion sizes. Debbie reported that a committee of stakeholders will convene after the holidays. Their task will be to determine District values relative to the nutritional wellbeing of its students. They will also study all food and beverage sales in the District, including vending machines; evaluate existing vending contracts; evaluate the financial impact of decisions; survey customers, including students; develop recommendations; and report to the Board in the spring.

**PROGRAM  
REPORT—  
Department of Food  
& Nutrition (cont'd.)**

The Board commended Debbie for her thorough report and ambitious plans.

**ACTION ITEMS**

Roy Yates moved for approval of the revised Consent Agenda and Sue Cooper seconded the motion.

**CONSENT  
AGENDA**

- 1) Personnel Report—REVISED (E:45/04);
- 2) Voucher Lists (E:46/04);
- 3) Proposed New Policy 3310—Victims of Criminal Offenses (*relating to school choice options for student victims of violent crime*) (E:47/04);
- 4) Proposed New Policy 7265—District Fundraising (*relating to District fundraising for the General Fund and for particular District programs*) (E:48/04);
- 5) Approval of Mitigation Agreement Between Everett School District No. 2 & Todd Homes, Inc., in the Amount of \$13,323.19 (E:49/04); and
- 6) Interagency Agreement Between Everett School District No. 2 and *Listen and Talk, Education for Children with Hearing Loss* to Provide Special Education and Related Services (E:50/04).

The motion carried unanimously.

**BOARD COMMENTS**

**BOARD  
COMMENTS**

Board Member Cooper reported that she and Board members Dutton, Madsen and Roberts attended this year's WSSDA Fall Conference held at SeaTac. The conference was enjoyable, educational and well done. The highlight of the conference was Dr. Whitehead being awarded Superintendent of the Year by WASA. A great deal of attention was given to the NCLB (No Child Left Behind) legislation to better understand it.

President Madsen said it was a pleasure to be on hand for the presentation of Dr. Whitehead's award. Vice President Dutton extended congratulations to Dr. Whitehead and described her as the District's very own "Christmas Carol"—she reminds us of our past, our future and our present. She also sent kudos to Jo Levin for organizing the recent girls' volleyball tournament held at the Everett Events Center. A note of congratulations from the Board will be sent to Jo.

With no further Board comments, President Madsen adjourned the regular meeting at 6:05 p.m.

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Carol Whitehead, Secretary

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Karen Madsen, President