

**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 25, 2008, 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, Sue Cooper, Kristie Dutton, Karen Madsen and Ed Petersen. However, President Madsen was delayed in arriving. Until her arrival at 5 p.m., Vice President Dutton led the meeting.

**ADOPTION OF AGENDA**

Vice President Dutton called for any changes to the agenda. Interim Superintendent Karst Brandsma requested that an addendum (Item 9c) be added at the end of the meeting for an executive session to discuss litigation with legal counsel representing the agency. With that, Sue Cooper moved for adoption of the revised agenda. Ed Petersen seconded the motion and the motion carried unanimously.

**ADOPTION OF  
AGENDA**

**APPROVAL OF MINUTES**

- Ed Petersen moved for adoption of the minutes of the regular meeting of November 4, 2008. Carol Andrews seconded the motion and the motion carried unanimously.
- Ed Petersen moved for adoption of the minutes of the special meeting held on October 29 (4 p.m.); Sue Cooper seconded and the motion carried unanimously.
- Sue Cooper moved for adoption of the minutes of the special meeting held on October 29 (7 p.m.); Carol Andrews seconded and the motion carried unanimously.
- Carol Andrews moved for adoption of the minutes of the special meeting held on October 30 (7:30 a.m.); Sue Cooper seconded and the motion carried unanimously.
- Ed Petersen moved for adoption of the minutes of the special meeting held on October 30 (4 p.m.); Sue Cooper seconded and the motion carried unanimously.
- Sue Cooper moved for adoption of the minutes of the special meeting held on October 30 (7 p.m.); Carol Andrews seconded and the motion carried unanimously.
- Ed Petersen moved for adoption of the minutes of the special meeting held on November 4 (3 p.m.); Carol Andrews seconded and the motion carried unanimously.
- Ed Petersen moved for adoption of the minutes of the special meeting held on October 31 (8 a.m.); Sue Cooper seconded and the motion carried unanimously.
- Ed Petersen moved for adoption of the minutes of the special meeting held on November 12 (4:30 p.m.); Sue Cooper seconded and the motion carried unanimously.
- Ed Petersen moved for adoption of the minutes of the special meeting held on November 20 (6 p.m.); Sue Cooper seconded and the motion carried unanimously.

**APPROVAL OF  
MINUTES**

**SUPERINTENDENT'S COMMENTS**

Mr. Brandsma distributed postcards announcing the dedication ceremony for the naming of the Hawthorne Elementary School library as the *Shirley L. Walthall Library* (E:56/09). The event will take place on December 10 at 4 p.m. at Hawthorne.

Mr. Brandsma introduced Everett High School principal Catherine Matthews who is on the verge of receiving her doctorate. The Board extended their congratulations.

Chief Academic Officer Terry Edwards shared a chart showing the latest information about the District's graduation rates (attached).

Executive Director for Area 2 Molly Ringo announced that a group of Cascade High School students, instructors and chaperones will attend the presidential inauguration in January. She showed a video clip from a recent KING-5 TV interview.

**SUPT'S  
COMMENTS**

Executive Director for Area 1 Jim McNally reported that Everett High School held a Family Latino Night on November 7. The school's counselor, Lillian Ortiz-Self, organized the event whose purpose was to connect EHS Latino families with the school. Twenty-five families attended, as did District administrators, and community leaders. Karst provided welcoming remarks on behalf of the District. Food was donated by El Paraiso restaurant. The YMCA Minority Achievers program provided assistance with food and childcare. It was a very successful event.

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

Director of Athletics Robert Polk announced recent accomplishments of District arts students. Four students from Jackson High School were named to All-State band; and one student from Jackson High School was named to the All-Northwest Honor band. In addition, Robert distributed a four-page list of WIAA Academic Awards for the District for Fall, 2008; Fall Scholar-Athlete Awards; Fall Sports Season Honors; and All-Conference Selections (attached). Two teams were state champions—4A girls' swimming team (JHS); and girls' soccer (EHS). Drew Whorley (JHS) was named the state 4A swim coach of the year and Kosta Pitharoulis (EHS) was named the state soccer coach of the year. On hand tonight were athletic directors from the two schools Kelly Clapp (EHS) and Larry Fritts (JHS).

**PUBLIC COMMENT**

None.

**PUBLIC  
COMMENT**

**RECOGNITION OF RETIREES**

None.

**RECOGNITION OF  
RETIREES**

*[President Madsen arrived and Vice President Dutton passed the gavel.]*

**ITEMS FOR INFORMATION**

The Administration presented its annual transportation update (E:57/09). Transportation Supervisor Terrie DeBolt reviewed the evening's PowerPoint presentation. Among the information she shared was that there has been an increase in bus ridership at the high school level. She also talked about funding issues, the McKenny-Vento program, and points of pride. The Board expressed its appreciation for the amazing job that Terrie and her department perform.

**ANNUAL  
TRANSPORTA-  
TION UPDATE**

The Administration provided an update on District categorical programs including goals and funding restrictions as well as an in-depth review of the District's efforts to expand early learning opportunities for students (E:58/09). Terry Edwards began this segment by sharing a summary of grants for which the District receives funds (attached). Next, Lynn Lahey, who is the District's curriculum specialist for early childhood and ECEAP, reviewed the evening's PowerPoint presentation which included information about the ECEAP program (goals, enrollment, eligibility priorities, program expansion, child demographics, health services, nutrition services, family partnerships) and early childhood education (kindergarten options, curriculum, ELL, curriculum alignment, District initiatives, family involvement, Bremerton Lighthouse Project, critical components of building a sustainable P-3 system).

**UPDATE—  
CATEGORICAL  
PROGRAMS—  
EARLY  
CHILDHOOD**

Board member Petersen complimented Lynn on the excellent PowerPoint package. He commended the Administration's management of the growth process. It is important to create a healthy environment for these youngsters so they can experience the joy of learning. Regarding the state ECEAP funding increase in the last biennium, does Everett's program have stable funding or are we at risk? Have we plateaued with our growth? Terry said the programs would love to grow, but funding is always an issue and there are no programs that are stable in terms of funding. Lynn said it is a similar

issue with all-day kindergarten funding.

Board member Cooper said it is encouraging to see that all of the departments are working together in this way. Board member Dutton commended Lynn on the fact that even with the uncertain funding structures, staff members are working on systems that could be transferrable into the private sector.

The attached proposed revised Policy 3240—Student Conduct, was provided to the Board of Directors for first reading, with approval to be recommended at a future Board meeting (E:59/09). The proposed changes include the clarification that travel while on field trips or at out-of-town athletic events are subject to discipline. Parents will be notified. Deputy Superintendent Matt McCauley commented, saying these changes are current practice even though they have not been in policy.

The attached proposed revised Policy 4215—Title I, Part A, Parental Involvement, was provided to the Board of Directors for first reading, with approval to be recommended at a future Board meeting (E:60/09). The proposed changes detail parental involvement specific to Title I schools and include the complete text as recommended by *WSSDA Policy News* (October 2008 issue).

The attached proposed revised Policy 4316—Notification of Threats of Violence or Harm, was provided to the Board of Directors for first reading, with approval to be recommended at a future Board meeting (E:61/09). The proposed changes include the recommendation to add a threat assessment team. Executive Director for Human Resources Lynn Evans commented briefly.

The attached proposed revised Policy 5140—Tobacco Use Policy, was provided to the Board of Directors for first reading, with approval to be recommended at a future Board meeting (E:62/09). The proposed changes outline the discipline actions possible for employees who violate the terms of the policy regarding smoking on District property. Terry Edwards said the revision is actually an outgrowth of the upcoming Consolidated Program Review (CPR) which is a performance audit for school districts in which auditors come into districts about every three years and follow lengthy checklists of what they need to look for. Everett's CPR will be in mid- to late-February, but District staff members have been working on gathering the information for several months. Karst noted that because the District has done so well in its special education recordkeeping and reporting, that department will not have a CPR during this cycle.

Financial reports were provided for the Board of Directors' review (E:63/09). The reports provide closing financial data for the 2007-2008 fiscal year. Associate Superintendent of Finance & Operations Bob Collard introduced the District's Director of Finance Jeff Moore; he complimented Jeff's work and that of his department. Jeff reported that the District closed the year with a \$10.9 million ending funding balance which is on track for District expectations. President Madsen said she appreciated reading the good news about Everett in the recent newspaper report on inventory control across the districts.

### **ACTION ITEMS**

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

- 1) Personnel Report (E:64/09);
- 2) Voucher Lists (E:65/09);
- 3) Declaration of Surplus Property (E:66/09);
- 4) Change Order No. 1—Building Network & Infrastructure Modernization Data—Package II (Cascade High School & Evergreen Middle School) (E:67/09);

**UPDATE—  
CATEGORICAL  
PROGRAMS—  
EARLY CHILDHOOD  
(cont'd.)**

**PROPOSED REVISED  
POLICY 3240—  
STUDENT CONDUCT  
(clarification of  
discipline relating to  
field trips)—first  
reading**

**PROPOSED REV.  
POLICY 4215—TITLE I,  
PART A, PARENTAL  
INVOLVEMENT—(re  
parental involvement in Title I  
schools)—1<sup>st</sup> reading**

**PROPOSED REV.  
POLICY 4316—  
NOTIFICATION OF  
THREATS OF  
VIOLENCE OR HARM  
(regarding addition of a threat  
assessment team)—first  
reading**

**PROPOSED  
REVISED POLICY  
5140—TOBACCO  
USE POLICY  
(regarding employee  
violation of the  
policy)—first reading**

**YEAR-END  
FINANCIAL  
REPORTS 2007-  
2008**

**CONSENT  
AGENDA**

- 5) Award of Bid—Everett Memorial Stadium Locker Room Improvements (E:68/09);
- 6) Declaration of Surplus Property—Portables at Silver Lake Elementary & Garfield Elementary Schools (E:69/09);
- 7) Authorization to Assign & Transfer License Agreement to 7<sup>th</sup> Inning Stretch, LLC (E:70/09);
- 8) Transportation of Students in District-Owned Vehicles (E:71/09).

The motion carried unanimously.

Karst paused to welcome audience members from the AquaSox organization: General Manager Brian Sloan and Executive Vice President Tom Backemeyer.

The Administration recommended the Board of Directors adopt Resolution 930 removing 5,048 square feet of View Ridge Elementary School from the District inventory of instructional area and replacing with new facilities to be constructed at Jefferson Elementary School as per WAC 180-33-042 (Res.12/09). To be eligible for State match funding for 5,048 square feet of space no longer used for instructional purposes at View Ridge Elementary School and fund new instructional space at Jefferson Elementary School that would otherwise be ineligible for State match funding, the Washington Administrative Code requires that the existing facility or space being replaced will not be used for instructional purposes after the new construction is completed. It also requires that the facility or space being replaced will be ineligible for any future financial assistance. Attached is a site plan which identifies the areas to be surplus and removed from the District's inventory of instructional area. Construction Director Hal Beumel commented. Bob Collard complimented Hal on the fine work he did in researching and working with the state on this subject. Board member Cooper complimented the creativity of the solution.

With no further discussion, Sue Cooper moved to adopt the aforementioned Resolution 930. Ed Petersen seconded the motion and the motion carried unanimously.

#### **BOARD COMMENTS**

President Madsen apologized by being late to today's meeting. She was in Olympia attending two more meetings of the Joint Task Force on Education Funding. She then reported that she was in Richland last week at the National Association for Curriculum Leadership Program. She was part of the team with Bob Sotak, Brian Day and some high school and middle school students. She was extremely impressed with the level of intensity, effort and focus that they bring to their work. Next, Ms. Madsen said the entire Board attended last week's WSSDA Conference in Spokane where, among other workshops and activities, the attendees heard from the incoming State Superintendent of Public Instruction Randy Dorn. The outgoing superintendent Terry Bergeson was very gracious and affirming about the work that is happening. Mr. Brandsma noted that Ms. Madsen was elected president of WSSDA. Board member Petersen said the conference was time well spent and included many interesting workshops, one of which was a workshop about Federal Way School District and the Cambridge program. Board member Cooper said the conference provided many good ideas and opportunities to hear about activities in other districts in the state. It was also interesting to hear from the outgoing and incoming state superintendents.

#### **CONSENT AGENDA (cont'd.)**

#### **RESOLUTION 930: JEFFERSON E.S. PARTIAL NEW CONSTRUCTION IN LIEU OF MODERNIZATION OF A PORTION OF VIEW RIDGE ELEM. SCHOOL**

#### **BOARD COMMENTS**

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

At 6:15 p.m., the Board moved immediately into a study session to discuss the superintendent search process. Among other things, they considered the opportunities and challenges to include in the application.

At 7:15 p.m., President Madsen called for a rest break.

*[It was necessary for Board member Petersen to leave the meeting at this time to attend to a family matter.]*

The Board returned at 7:35 p.m. and moved immediately into the study session for a facilities update which included information about the Central Administration Facility (CAF) project and facilities to support the District's environmental education program. On hand was CAF project architect Mark Spitz who asked the Board for their reactions to the tour of facilities on October 31. Board member Cooper said she liked the glass and the sustainability of the first building (in Seattle). She also liked the entrance to the Fred Hutchinson Cancer Center, as did President Madsen. Board member Dutton said she liked the open air central space and prefers it that way. Ms. Madsen said the Edmonds School District board room space seemed inflexible and the raised dais was unappealing. Ms. Cooper said Edmonds' work spaces looked flexible and that is an important feature.

At 8:10 p.m., the meeting moved on to discuss the District's environmental education program. Terry Edwards showed a PowerPoint presentation about the improvements that have been made on the Lively property. He also talked about the Silverton site and showed a chart of extended outdoor experiences that schools currently utilize (E:72/09). The group then talked about entering into discussions with the U.S. Forest Service concerning Camp Silverton.

At 8:35 p.m., the facilities update discussion concluded and President Madsen immediately recessed the meeting into executive session to discuss litigation with legal counsel representing the District. The discussion was held with District counsel Val Hughes via telephone (speakerphone). Before moving into executive session, President Madsen announced that the executive session would be of approximately 45 minutes' duration.

At 9:20 p.m., President Madsen re-convened the regular meeting and adjourned immediately.

## **STUDY SESSION— SUPERINTENDENT SEARCH PROCESS**

## **FACILITIES UPDATE**

## **ADDENDUM— EXEC. SESSION— Discuss Litigation w/Legal Counsel Representing the District**

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Karst Brandsma, Secretary

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Karen Madsen, President

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Kristie Dutton, Vice President