

EVERETT PUBLIC SCHOOLS
EVERETT, WASHINGTON

The Board of Directors of Everett Public Schools, Snohomish County, Washington, held a regular Board meeting on Tuesday, May 26, 2009, 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 & Ed Petersen.

ADOPTION OF AGENDA

President Cooper called for any changes to the agenda. Interim Superintendent Karst Brandsma asked that *Item 7a(1)—Personnel Report*, be removed from the Consent Agenda to become *Action Item 7c* so that Mr. Brandsma may make a statement for the record. Board member Petersen asked that *Item 7a(10)* be removed from the Consent Agenda to become *Action Item 7d* so that Mr. Petersen can ask a question about the item. With that, Ed Petersen moved for adoption of the revised agenda. Kristie Dutton seconded the motion and the motion carried unanimously.

**ADOPTION OF
AGENDA**

APPROVAL OF MINUTES

Karen Madsen moved to adopt the minutes of the special meeting of May 11, 2009. Kristie Dutton seconded the motion and the motion carried unanimously. Kristie Dutton moved to adopt the minutes of the regular meeting of May 12, 2009. Ed Petersen seconded the motion and the motion carried unanimously.

**APPROVAL OF
MINUTES**

SUPERINTENDENT'S COMMENTS

Karst Brandsma introduced incoming superintendent Dr. Gary Cohn who was in the District today visiting schools and meeting members of the community.

**SUPT'S
COMMENTS**

Next, Karst called on Curriculum Specialist for Early Childhood Lynn Lahey who distributed and reviewed a packet of information that is used to help incoming kindergarteners and their families get ready for kindergarten (E:198/09). She acknowledged the work of Heather Hallman, Monica DeFelice and Mary Ellen Hardy

Karst said that Everett, Sequoia and Cascade High Schools recently completed their accreditation process. Accreditation is a type of recognized approval via an unbiased procedure that tells universities and other agencies that the programs offered at the school are of the highest standard. Deputy Superintendent Matt McCauley talked about the superb work of Everett, Sequoia and Cascade High Schools in attaining their accreditation. The panel was very pleased with each school and passed them with flying colors. Karst noted that work is being done to get the schools on an accreditation review cycle. Jackson High School went through their accreditation review earlier and also did an outstanding job.

Mr. Brandsma said re-dedication ceremonies for Garfield and Silver Lake Elementary were held. Executive Directors Jim McNally and Molly Ringo served as emcees for each event. Kudos go to Director of Facilities and Planning Mike Gunn and staff for the excellent job they have done on these modernization projects. Principals Shannon Arnim and Mary O'Brien are to be commended for their assistance each step along the way and for safely conducting school around the projects. Displayed on the Board Room wall were special gifts (a banner and a paper quilt) that were given to the Board by the students at Silver Lake Elementary.

Mr. Brandsma said the Superintendent Scholar awards ceremony was held recently. He showed photos of the three winners along with their honored teachers: Abigail Nastan (CHS) and Marilyn Donohew (Penny Creek Elementary second grade teacher); Owen

Witek (EHS) and Jim Lockman (AP Spanish and Spanish I & II); and Colin Bundschu (JHS) and William Moore (Calculus & AP Statistics).

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

Next, Karst said the WASA Region 109 recently held its annual awards luncheon. The District honored Mill Creek Rotary and Downtown Rotary (Community Leadership award); and Newel Rice and Linda Holtorf (Student Achievement award). In conclusion, Karst shared some photographs from the two community bus tours that were held recently. He thanked the Evergreen Middle School staff and students for opening their school by serving lunch to the tour participants.

PUBLIC COMMENT

None.

**PUBLIC
COMMENT**

RECOGNITION OF RETIREES

Penny Creek Elementary School principal Shelley Petillo introduced retiree Rita Glynn who was once a bus driver and then taught in Moses Lake, followed by her work at Woodside and Penny Creek Elementaries. She has dedicated her life to working with children of all needs and has meant so much to so many. Rita thanked the District for taking a chance on a 'mature' person. She has loved working in Everett. She introduced her friends Virginia and Marie. President Cooper congratulated Rita for her service to the District and presented her with a crystal memento apple.

**RECOGNITION OF
RETIREES**

ITEMS FOR INFORMATION

ASB budgets are developed by students and their advisors for preliminary review by the Board of Directors (E:199/09). Student representatives from each high school attended the meeting to present their budgets. Formal ASB budget adoption will occur when final District budgets for all funds are submitted for preliminary Board review in July and Board action in August. Director of Finance Jeff Moore opened by saying the ASBs spent over \$2 million to support activities and athletics and brought in \$2.1 million. Next year they are projected to spend \$3.3 million; with revenues of just over \$3 million.

**PRELIMINARY
2009-2010
ASSOCIATED
STUDENT BODY
(ASB) FUND
BUDGETS**

Each high school (JHS, CHS, EHS & Sequoia) was represented by their ASB advisor and ASB officers. The students spoke of their beginning fund balances, revenues, expenditures and ending fund balances. They talked about the costs for their ASB cards, parking passes, camps & conferences, community service activities, fundraisers, assemblies, new clubs, inactive clubs, trips and accomplishments. Following questions and commendations from the Board members, Associate Superintendent for Finance & Operations Bob Collard congratulated Jeff and the advisors for the assistance they offer the students, who get better and better each year.

The Administration presented information about progress toward graduation for the class of 2009, including end-of-year intervention activities (E:200/09). Chief Academic Officer Terry Edwards reviewed a PowerPoint presentation and provided an overview of the status of the class of 2009, followed by a discussion of end-of-year intervention activities and plans for summer programs. Following questions from the Board, they congratulated Terry and staff for their work.

**PROGRESS TO
GRADUATION
FOR CLASS OF
2009**

In accordance with WAC 392-121-182 and Board Policy 2214, the Administration provided the Alternative Programs Annual Report for 2008-2009 (E:201/09). In addition, tonight's Consent Agenda contained the Administration's request to approve the 2009-2010 alternative learning experience programs and staffing ratios.

**ALTERNATIVE
PROGRAMS
ANNUAL REPORT
2008-2009**

Executive Director for Area One Jim McNally introduced Sally Lancaster, the principal for the Alternative programs, who provided the annual report, which is state-mandated.

She talked about the overall goals for the programs, the self-evaluation plan, the ratios for 2008-2009, the student learning plans, student supervision and evaluation, anticipated enrollments and staffing ratios for 2009-2010.

Following questions from the Board, they thanked Sally for her report and congratulated her for the excellent accreditation report for Sequoia High School.

The attached proposed School Board Meetings Schedule for 2009-2010 was provided to the Board of Directors for first reading, with approval to be requested at a future Board meeting (E:202/09). Karst and the Board commented briefly.

The Administration presented information about proposed athletic fees. This information was provided for first reading, with approval to be requested at a future Board meeting (E:203/09).

Following questions from the Board, Board member Madsen said she feels badly that we are at this place, but she understands the reasoning. She thanked staff for working on this issue.

The attached 2009-2010 school meal price increase was proposed because preliminary budget planning indicates that lunch prices need to increase for the 2009-2010 school year to allow the Food & Nutrition Department to continue to balance its budget (E:204/09). Prices would increase by \$.40 for elementary and middle school; \$.25 for high school and \$.40 for adult lunches. No price increase for breakfast is being recommended. Tonight's information was presented to the Board for first reading, with adoption to be recommended at a future Board meeting.

Bob Collard noted that Everett's food service program is top in the state. He introduced the manager of that program, Debbie Webber, who discussed the recommendation and shared comparisons with other school districts' meal prices. Following questions from the Board, the Board commended Debbie and staff for keeping costs to a minimum and for having such an exemplary food service program.

ACTION ITEMS

Karen Madsen moved for approval of the revised Consent Agenda, absent #1 and #10. Ed Petersen seconded the motion.

- ~~1) Personnel Report (revised) (E:____/09);~~
 - 2) Voucher Lists (E:205/09);
 - 3) Alternative Learning Experience Programs & Staffing Ratios for 2009-10 (E:206/09);
 - 4) Res. 941: Whittier Elem. School Modernization—Intent to Construct (Res.22/09);
 - 5) Res. 942: Whittier Elem. School Modernization—5-Year Use/20-Year Life (Res.23/09);
 - 6) Change Order #2: Everett Memorial Stadium Locker Room Improvements (E:207/09);
 - 7) Award of Bid: Everett High School Cafeteria & Commercial Building Seismic Upgrades (E:208/09);
 - 8) Award of Bid: Whittier Elementary School Modernization (E:209/09);
 - 9) Approval of Distribution Easement to Snohomish County Public Utility District for Overhead Electrical Lines at 3509 Seattle Hill Road, Mill Creek, WA (Triway Grange Property) (E:210/09);
 - ~~10) Resolution 943: VEBA Health Reimbursement Arrangement Plan
—(ATTACHMENT);~~
 - 11) Award of Contracts—Athletic Apparel and Equipment Bid (E:211/09);
 - 12) Final Acceptance: Silver Lake Elementary School Modernization (E:212/09).
- The motion carried unanimously.

**ALTERNATIVE
PROGRAMS
ANNUAL REPORT
2008-2009
(cont'd.)**

**PROPOSED SCHOOL
BOARD MEETINGS
SCHEDULE FOR
2009-10—1st reading**

**PROPOSED
ATHLETIC FEES—
1st reading**

**2009-2010 SCHOOL
MEAL PRICE
INCREASE—1st
Reading**

**CONSENT
AGENDA**

The Administration recommended the Board of Directors adopt Resolution 940: Increase of Appropriation for Fiscal Year 2008-2009 for the Capital Projects Fund (Res.24/09). Bob Collard and Jeff Moore spoke briefly. President Cooper asked for public comment; there was none.

**RESOLUTION 940:
INCREASE OF
APPROPRIATION
FOR FISCAL YEAR
2008-2009**

With that, Ed Petersen moved to adopt the aforementioned Resolution 940. Karen Madsen seconded the motion and the motion carried unanimously.

The Administration recommended the Board of Directors adopt the Personnel Report (E:213/09). Karst distributed a PowerPoint presentation and reviewed it. He also handed out a copy of RCW 28A.405.220 relating to employment. Following discussion, Karen Madsen moved to adopt the Personnel Report. Ed Petersen seconded the motion and the motion carried unanimously.

**PERSONNEL
REPORT**

The Administration recommended that the Board of Directors adopt Resolution 943—VEBA Health Reimbursement Arrangement Plan, to provide eligible employees a medical reimbursement benefit plan for vacation and sick leave cash-outs (Res.25/09). Bob Collard spoke briefly and was followed by Jeff Moore. Board member Petersen suggested that the wording in Section 3 be modified to read, “The Superintendent or designee is authorized to execute documents and establish procedures consistent with Plan and Trust provisions and applicable employer policies and collective bargaining agreements necessary to effect the adoption and administration of the Plan.” The underlined language replaces existing language in the section.

**RESOLUTION 943:
VEBA HEALTH
REIMBURSEMENT
ARRANGEMENT**

Following a brief discussion, Ed Petersen moved to amend the wording of Section 3 as stated above. Karen Madsen seconded the motion and the motion carried unanimously. Then Ed Petersen moved to adopt the revised version of the aforementioned Resolution 943. Kristie Dutton seconded the motion and the motion carried unanimously.

Board member Andrews referred to four draft proposals for inclusion in the legislative agenda which were sent to the Board earlier (E:214/09). Following discussion, the Board agreed that Board member Andrews will submit the items to WSSDA. President Cooper thanked Bob Collard for his work on the proposals.

**BOARD
COMMENTS**

Board member Madsen said she was touched by all the work that Silver Lake Elementary did on the paper quilt and banner they presented at the school’s re-dedication ceremony. She then noted that President Cooper was recently honored as the Outstanding Educator of the Year for the PTA. President Cooper said it is her honor to have been able to serve.

At 7:35 p.m., President Cooper called a recess for a rest break. She re-convened the regular meeting at 8:10 p.m.

BOARD ACTION AND/OR BOARD DISCUSSION

The Administration presented a summary of the capital projects planned this summer by the Facilities & Planning Department, the Maintenance & Operations Department and the Information Systems & Technology Department (E:215/09).

**STUDY SESSION—
PLANS FOR
SUMMER
PROJECTS**

Director of Facilities & Planning Mike Gunn talked about projects at the EHS Little Theater, EHS commercial building and cafeteria building, Whittier Elementary and Jefferson Elementary as well as several other projects. He then reviewed projects that are in programming and design, technology projects and maintenance projects.

The Administration presented information and options for potential Board Room layouts in the proposed Central Administration Facility (E:216/09). Mike Gunn reviewed possible configurations. The Board discussed the pros and cons of each idea.

**STUDY SESSION—
CENTRAL ADMIN.
FACILITY**

President Cooper re-convened the regular meeting at 9:20 p.m. and adjourned immediately.

Karst Brandsma, Secretary

Sue Cooper, President