

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, July 7, 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. Superintendent Gary Cohn reported that there would be a revised Personnel Report. With that, Kristie Dutton moved for adoption of the revised agenda. Karen Madsen seconded the motion and the motion carried unanimously.

**ADOPTION OF
AGENDA**

APPROVAL OF MINUTES

Carol Andrews moved to adopt the minutes of the regular meeting of June 23, 2009. Kristie Dutton seconded the motion and the motion carried unanimously.

**APPROVAL OF
MINUTES**

SUPERINTENDENT'S COMMENTS

Dr. Cohn reported that the board summer workshop will be August 24, 25 & 27. He will be scheduling a time to meet with President Cooper and Vice President Petersen to develop an agenda for the workshop. He will also meet with board members Dutton and Andrews to discuss the board self-evaluation. He then reported that, since being selected superintendent, he has already visited a number of schools, including Cascade and Jackson High Schools; Heatherwood Middle School; and Forest View, Cedar Wood and View Ridge Elementary Schools. He appreciated receiving the board Friday packets for the last three months and enjoyed the opportunity to read them and see what the district has been doing. He further commented that he was impressed with the Affirmative Action report that will be presented tonight—he was pleased to see the growth across the course of time. He also read the Diversity Task Force report and has thought about how that is related to the Affirmative Action report and how those two items are related to the District Improvement Plan and the Strategic Plan. In particular, he wonders about the transitional bilingual grant that is on tonight's board agenda and the relationship of it to the topics just identified; he has included it on the list of possible topics for the board workshop. Among the activities Dr. Cohn plans over the next few weeks are to complete his first round of school visits, make community contacts, meet with association leaders and do planning for the upcoming school year.

**SUPT'S
COMMENTS**

Dr. Cohn continued, saying that the cabinet workshop will take place tomorrow and the next day. Dr. Pam Posey, of Eyes on Performance, and author of the book Seeing is Believing, will serve as the facilitator. She comes from the University of Washington and Harvard. Retired superintendent Dr. Rich McCullough, who is from Seattle Pacific University and is the District Improvement Facilitator for Everett, will attend the second day of the workshop.

Dr. Cohn referred to materials from the Iowa Lighthouse Project which he offered to distribute electronically to the board.

Before moving to the next item, President Cooper welcomed Dr. Cohn to Everett. The Board is pleased to have him leading the district and looks forward to working with him.

PUBLIC COMMENT

None.

RECOGNITION OF RETIREES

None.

ITEMS FOR INFORMATION

The administration provided an update on installation of a video board at Everett Memorial Stadium by 7th Inning Stretch, owners of the Everett AquaSox baseball team (E:267/09). Executive director for facilities and operations Mike Gunn said installation is proceeding, with completion anticipated by August 1. Footings are in place and the owners of the team are working on a design for fabric screens that would remain in place for the duration of the season. However, some trees located on Broadway by the espresso stand may make it unnecessary to install screens. On another subject, Mike noted that LED lights, which consume a tenth of the energy of other light bulbs, have been installed in the board room.

The administration presented the annual update of the 2008-2013 Affirmative Action Plan (E:268/09). Executive director for human resources Lynn Evans shared a PowerPoint presentation (attached). She outlined the goal-setting process, analyses, progress, revisions to the plan and next steps. In response to a question from board member Petersen about use of the 2000 census data, Lynn replied that the reports are contracted out because doing the basic figuring is an intensive process. Mr. Petersen said it is unfortunate that so much work has been done to recruit a diverse workforce only to have to RIF them. He asked whether steps are being taken to get them back, to which Lynn said there only 1.5 teachers that have not been recalled and they are on the district's substitute list. The human resources department is keeping in close communications with them. President Cooper referred to a committee from a few years ago established to help new staff members get acquainted with the community. She wondered whether it still exists, to which Lynn said it no longer is in existence. However, retention of staff is not a problem and most new staff members already have connections to the community.

The administration presented an overview of the 2009-2010 fiscal year budget for all funds for first reading by the board, with adoption to be recommended at the August 25, 2009 board meeting (E:269/09). Executive director for finance & operations Jeff Moore introduced budget analysts Shirley Rochon and Karen Buchmann and procurement supervisor Jennifer Farmer, who have a large part in gathering and organizing data and finalizing the budget. Jeff distributed and provided a comprehensive review of the evening's PowerPoint presentation. Discussion followed.

Jeff noted that by instituting some transportation operational efficiencies such as combining routes while not taking away services, \$150,000 can be saved this year. A similar amount can be saved next year by instituting broader changes, hiring more adult crossing guards and ensuring that there is an extensive communication plan. Each board member indicated they can support the transportation operational efficiencies as long as families are not caught by surprise, that communications happen sooner rather than later to give families more time to make alternate arrangements, and that the routes are safe. President Cooper noted that communities and families may realize that the district's budget is very constrained and they will understand why the efficiencies need to occur. The impact at the high school level is primarily around the Everett High School area. Elementary and middle school impacts are primarily in the south end. Following conversation about the process for calculating ending fund balances, operating transfers and capital budgets, the Board thanked Jeff for his thoroughness and moved to the next agenda item.

PUBLIC COMMENT

RECOGNITION OF RETIREES

UPDATE ON INSTALLATION OF VIDEO BOARD AT EVERETT MEMORIAL STADIUM

ANNUAL UPDATE— EVERETT PUBLIC SCHOOLS 2008- 2013 AFFIRMATIVE ACTION PLAN

FISCAL YEAR 2009-2010 BUDGET—1st reading

Financial reports as of May 31, 2009 were provided for the Board of Directors' review (E:270/09). The reports include year-to-date information on revenues and expenditures, general fund projections, a cash report and an investment summary. Jeff Moore said the ending fund balance is up slightly to \$8.9 million.

FINANCIAL REPORTS

ACTION ITEMS

Karen Madsen moved for approval of the revised consent agenda. Kristie Dutton seconded the motion.

CONSENT AGENDA

- 1) Personnel Report (revised) (E:271/09);
 - 2) Voucher Lists (E:272/09);
 - 3) Proposed Revised Policy/Procedure 2410/2410P—High School Graduation Requirements (*regarding WASL testing requirement related to mathematics, name change in WASL, modification of argumentative paper requirement & clarification of Directed Athletics*) (E:273/09);
 - 4) Proposed Revised Policy 3240—Student Conduct (*regarding laser pens and over-the-counter medications*) (E:274/09);
 - 5) Proposed Revised Policy 3323—Long-Term Suspension & Expulsion (*regarding readmission*) (E:275/09);
 - 6) Proposed Revised Policy/Procedure 7141/7141P—Financial Management (*regarding changes in staff titles*) (E:276/09);
 - 7) 2009-2010 Strategic Plan (E:277/09);
 - 8) Monetary Gift from Whittier Elementary School PTA to Whittier Elem. School in the Amount of \$5,357.54 for Online Accelerated Reader Program (E:278/09);
 - 9) Award of Contracts: Translation Services (E:279/09);
 - 10) Award of Contracts: Yearbooks (E:280/09);
 - 11) Authorization to Call for Bids: Secondary School Literacy (E:281/09);
 - 12) Declaration of Surplus Property—Used ATVs (E:282/09);
 - 13) Resolution 960: Intergovernmental Cooperative Purchasing Agreement for the Purpose of Establishing an Interlocal Agreement with Kennewick School District No. 17 (Res.38/09);
 - 14) Revised Resolution 953: School District Authorized Agent (Res.39/09);
 - 15) Res. 956: Authority to Approve Change Orders to Construction Contracts (Res.40/09);
 - 16) Resolution 958: Jefferson Elementary School Modernization—Five-Year Use/20-Year Life (Res.41/09);
 - 17) Res. 959: Jefferson Elem. School Modernization—Intent to Construct (Res.42/09);
 - 18) Approval of the Constructability Review for Jefferson Elementary School Modernization Project (E:283/09);
 - 19) Final Acceptance: Everett Memorial Stadium Locker Room Improvements (E:284/09);
 - 20) Bid Award: Jefferson Elementary School Site Development (E:285/09);
 - 21) State Transitional Bilingual Grant for 2009-2010 (E:286/09);
 - 22) High School Resource Officer Agreement Between Everett Public Schools & City of Everett for the 2009-2010, 2010-2011, & 2011-2012 School Years (E:287/09);
- The motion carried unanimously.

The Administration recommended the Board of Directors approve Resolution 961—Amendment to the Fiscal Year 2008-2009 Budget (Res.43/09). Several years ago, it was decided to transfer \$55,000 each year from the general fund to the capital fund to save for replacement of the artificial turf field at Everett Memorial Stadium. The adopted budget for fiscal year 2008-2009 included the operating transfer of \$55,000. The turf replacement was completed in the summer of 2008, without the need for the most recent operating transfer. Because the transfer was not needed this year, the administration requested that the board rescind the 2008-2009 operating transfer of \$55,000 from the general fund to the capital projects fund. In the future, there will no longer be a transfer of these funds—it is more important to direct the funds to academic achievement. The

RESOLUTION 961: AMENDMENT TO FISCAL YEAR 2008-2009 BUDGET

solvency of the capital fund is consistent and there are contingencies built into it that could support replacement or repair.

Following a brief discussion, Ed Petersen moved to adopt the aforementioned Resolution 961—Amendment to the Fiscal Year 2008-2009 Budget. Karen Madsen seconded the motion and the motion carried unanimously.

BOARD COMMENTS

Board member Madsen said she enjoyed getting to see Whittier Elementary School before the modernization project begins. She also appreciated seeing the progress being made on the Everett High School Little Theater modernization. She thanked Mike Gunn for conducting the tours for the Board. Mike also conducted tours of the Snohomish County hearing rooms which were helpful in giving the board ideas for configuring a potential future board room.

Board member Petersen congratulated Jeff Moore, Mike Gunn and Terry Edwards upon their promotions. He then talked about the growing numbers of homeless children and the Bill & Melinda Gates Foundation is working on a new initiative to fund a six-year \$60 million effort in King, Pierce and Snohomish Counties to create a high-performing system of delivery of services to children in homeless families. Mr. Petersen is on the planning committee (representing Housing Hope) for the Snohomish County plan and Dr. Sue Dedrick is on the committee representing school districts. It is his hope that there will be opportunities to explore ways to work with educational systems in the county to more effectively address the educational needs of homeless families and children. He suggested that Dr. Dedrick and he should give the board a briefing on it. On another subject, Mr. Petersen referred to the transitional bilingual education grant, saying that he is interested in having a process for discussing bilingual education and the needs of Hispanic children in particular. Dr. Cohn indicated that the topic is on the board discussion list. Chief Academic Officer Terry Edwards has also indicated that a study is planned.

At 6:20 p.m., President Cooper called for a ten-minute rest break.

BOARD ACTION AND/OR BOARD DISCUSSION

At 6:30 p.m., President Cooper re-convened the regular meeting and immediately went into executive session to consider the selection of a site or the acquisition of real estate by lease or purchase. Prior to going into executive session, it was announced that the executive session would be of approximately 60 minutes' duration.

President Cooper re-convened the regular meeting at 7:30 p.m. and adjourned immediately.

The Board of Directors held a closed session at 7:30 p.m. to discuss collective bargaining.

RESOLUTION 961: AMENDMENT TO FISCAL YEAR 2008-2009 BUDGET (cont'd.)

BOARD COMMENTS

EXEC. SESSION— TO CONSIDER SELECTION OF SITE OR ACQUI- SITION OF REAL ESTATE BY LEASE OR PURCHASE

CLOSED SESSION— DISCUSS COLLECTIVE BARGAINING

Gary Cohn, Secretary

Sue Cooper, President