

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, May 11, 2004, 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, Paul Roberts and Roy Yates.

ADOPTION OF AGENDA

President Dutton called for any recommended changes to the agenda. Superintendent Whitehead noted that the Board would be presented with a revised personnel report. In addition, she requested that Item 6d—Proposed Adoption of Instructional Materials for K-8 Science (first reading), be moved to the first Item for Information to enable presenter Bob Sotak to return to a meeting out of the District. With that, Paul Roberts moved for adoption of the revised agenda. Sue Cooper seconded the motion and the motion carried unanimously.

APPROVAL OF MINUTES

Roy Yates moved for approval of the minutes of the regular meeting of April 20, 2004. Karen Madsen seconded the motion and the motion carried unanimously.

SUPERINTENDENT'S COMMENTS

Superintendent Carol Whitehead announced that the Teacher of the Year for 2005 has been selected. Executive Director for Area 1 Jim McNally introduced Brian Webber, who is currently teacher/librarian at Cedar Wood Elementary School. Jim first met Brian in 1985 at Jefferson Elementary School when Jim became that school's principal. Without question, Brian is a superb educator. He is a career Everett School District person, having been educated in Everett and then teaching here. He was a stellar second and third grade teacher and is now an outstanding teacher/librarian. Brian expressed his thanks to his family, the Board, Administration and his colleagues for their longstanding support. He then recited a short story that reflects his philosophy—it is about making a difference. In closing, President Dutton presented Brian with a plaque, certificate and expressed the Board's deepest appreciation for the difference he has made in the lives of so many youngsters.

Dr. Whitehead reported that the Administration is working on updating the Strategic Plan to bring to the Board soon. The last Leadership Team meeting was used to discuss and review the plan. An annual update will be provided in June.

Hiring for next year is in full swing and retirement notices are being received. There are a few administrative positions remaining to be filled. Interviews are pending for the Special Ed Executive Director and the Director of Athletics. It is anticipated that recommendations for these positions will soon be presented to the Board.

Community meetings are ongoing. At them, Dr. Whitehead is presenting information about "No Child Left Behind" (or ESEA) which entails changing the way we do business across the United States. To date, 250 community members have said they will attend and approximately 180 are in the process of making reservations. Dr. Whitehead thanked the Board for attending these events.

PUBLIC COMMENT

None.

**ADOPTION OF
AGENDA**

**APPROVAL OF
MINUTES**

**SUPT'S
COMMENTS**

**PUBLIC
COMMENT**

RECOGNITION OF RETIREES

Director of Communications Gay Campbell reported that two retirees were on hand for tonight's meeting.

Kathleen Roberts—has 30 years in education, all in Everett. Currently, Kathleen works at View Ridge Elementary School. Principal Karen Koester commented. She said that Kathleen never gives up on children and provides extra help and nurturing to those who need it. She is skilled in writing. Staff love and respect her. She will be missed. Kathy expressed her thanks for 30 wonderful years and the opportunity to make a difference in the lives of children. She introduced her husband Dick and friends and colleagues Kay Bishop; Ann Carlton; Pam Ramsey, husband Phil, goddaughter Melinda Ramsey and her friend Steve Haas.

Bob Moon—has been in education over 31 years, more than 22 years in Everett. JHS principal Fred Dahlem commented, saying Bob is a veteran teacher who stays on the cutting edge of education and reform. He uses a wide variety of teaching techniques and has high expectations for his students. Fred specifically mentioned Bob's work in integrating writing into his photography classes. Bob thanked the District.

President Dutton congratulated each retiree and presented them with crystal memento apples.

ITEMS FOR INFORMATION

As noted at the beginning of tonight's meeting, the agenda was adjusted so that Item 6d (Proposed Adoption of Instructional Materials for K-8 Science) would appear as the first of the Items for Information.

The attached instructional materials for K-8 Science, were presented to the Board of Directors for first reading, with approval to be requested at a future Board meeting (E:149/04). The District Science Leadership Team began planning for a K-12 Science instructional materials adoption last year. A District K-8 adoption committee was formed and has been working since the beginning of this year to select, review and field test the proposed materials. Based upon results of the review and field tests, the District Instructional Materials Committee recommended the attached programs for adoption (following a first reading). These materials would be implemented over three years beginning with the 2004-2005 school year. Professional development activities to support the implementation will be conducted during the school year over the course of the three-year implementation. Previous Board presentations on the State Science Standards and District Science Strategic Plan (LASER) have been provided.

Executive Director of Curriculum Alignment and Implementation Terry Edwards opened by providing a handout of an overhead presentation outlining tonight's proposed adoption. He said that the District's intent is to adopt a program based on national standards that have been proven in other districts. Indeed, the District currently has an opportunity to begin an adoption before accountability takes effect in 2006. He emphasized that science has an increased need for professional development to help make teachers comfortable and competent in implementing science programs. In addition, a key component of an approved program is to be able to replenish renewable materials such as those contained in science kits.

K-12 Science Curriculum Specialist Bob Sotak discussed the process for assessing materials. Bob reiterated that it is important to have the appropriate materials, have teachers to teach and having the ability to support and renew the materials. Bob described the process for reviewing science programs. Approximately 77 teachers served on the adoption committee. He detailed the recommendations of the committee

RECOGNITION OF RETIREES

PROPOSED ADOPTION OF INSTRUCTIONAL MATERIALS FOR K-8 SCIENCE-1st reading

as well as issues they identified. Next, he outlined the implementation cycle, possible issues and next steps.

Terry reported that national trainers will be provided by the vendors. In addition, surrounding districts who have previously implemented the same program will have trainers available to train Everett teachers.

When asked whether youngsters who complete the K-8 program will be ready to take biology as freshmen, Terry said it is possible that a review of high school science will be conducted next year in relation to how it dovetails with the new program. Currently, Physical World and Biology are the choices. By the time students have moved through the new system, it is hoped the District will have a different set of science experiences for them at the high school level.

Regarding the use of existing science kits, Terry said those involved in helping revamp kits in the past have been involved in the new process. In fact, the District is preserving several of the kits for use in environmental education or social studies support. In addition, pieces of existing kits are being assessed for use in the new program.

In terms of cost, Terry said the three-year phase-in process for K-8, including purchase price, support, professional development, and reading materials supplements, will approach \$1,000,000, all of which is being factored into the District budget. The phase-in plan will be positive for teachers in terms of learning the materials and positive for the District's cash flow. He further pointed out that the District purchases as many non-specialized products and pieces for re-supply as possible. Thus, the overall figure may be less than \$1,000,000.

When asked about the use of technology in the process, Terry confirmed that it will be integrated.

State law requires the adoption of a policy on the education of homeless students. As such, the attached proposed Policy 3115—Students, was presented to the Board of Directors for first reading, with approval to be requested at a future Board meeting (E:150/04). Director of Communications Gay Campbell was on hand to answer questions, but there were none.

The attached proposed revised Policy 3240—Student Conduct, was presented to the Board of Directors for first reading, with approval to be requested at a future Board meeting (E:151/04). Gay Campbell reported that the proposed revision was the result of a recommendation from the recent consolidated program review conducted by OSPI and involves the incorporation of language relative to violations of the firearms/dangerous weapons statute.

The attached proposed revised Policy 3323—Long-Term Suspension and Expulsion, was presented to the Board of Directors for first reading, with approval to be requested at a future Board meeting (E:152/04). Gay Campbell reported that, as with Policy 3240, the proposed revision was the result of a recommendation from the recent consolidated program review conducted by OSPI and involves the incorporation of language relative to violations of the firearms/dangerous weapons statute.

**PROPOSED
ADOPTION OF
INSTRUCTIONAL
MATERIALS FOR
K-8 SCIENCE-1st
reading (cont'd.)**

**PROPOSED
POLICY 3115—
STUDENTS
(regarding education of
homeless students)—1st
reading**

**PROPOSED
REVISED POLICY
3240—STUDENT
CONDUCT (inclusion of
language relative
to violations of the
firearms/dangerous weapons
statute)—1st reading**

**PROPOSED
REVISED POLICY
3323—LONG-TERM
SUSPENSION AND
EXPULSION (inclusion
of language relative to
violations of the
firearms/dangerous weapons
statute)—1st reading**

The attached reading materials for kindergarten, were presented to the Board of Directors for first reading, with approval to be requested at a future Board meeting (E:153/04). The Kindergarten Literacy Committee met in April 2003 to review and update the Kindergarten Literacy Assessment for use in the 2003-2004 school year. The committee advised that the District adopt a program that supports phonemic awareness, concepts of print, and emergent reading skills that are required in the State Grade Level Expectations for Reading in Kindergarten. *Beginning to Read, Write and Listen* by Macmillan McGraw-Hill meets those requirements. With two schools piloting these materials and two schools transitioning from the use of Success for All (SFA) Roots, it is recommended the *Beginning to Read, Write and Listen* (2003) be adopted for use in kindergarten (following a first reading). Staff development will be provided to teachers in the use and implementation of these materials for instruction and student use. Follow-up support will be offered throughout the year. In 1997, the Board approved the use of three K-5 reading series by Houghton-Mifflin, Scott Foresman, and Macmillan.

**PROPOSED
ADOPTION OF
INSTRUCTIONAL
MATERIALS FOR
KINDERGARTEN
—1st Reading**

Terry Edwards said this is a stronger phonics-based program for kindergarten which is supplemental to the District's regular adoption. The materials have been used at Cedar Wood and Penny Creek for several years with great success. The recommendation is to move these materials from the pilot list to adoption. Thus, two District schools, Garfield and Jackson Elementary Schools, who are moving from a Success for All program, would have these materials available for use.

Executive Directors Lynn Evans and Jim McNally presented a report on this year's state-of-the-school reviews (SOSRs). Lynn shared copies of the overhead presentation for tonight's report (E:154/04). Lynn discussed school improvement planning and described it as a continuous process. She reported that this year's SOSRs were moved to the middle of the school year, thus making it possible to incorporate principals' stated needs into the budgeting process. The change has worked well and has helped encourage thinking ahead. Lynn outlined the supervision/evaluation cycle for schools and then showed the format for the 2003-2004 SOSRs: introduction; data analysis; plan for 2003-2004; school improvement plan; district support; successes and celebrations; and comments and questions. She then listed the components of a School Improvement Plan (SIP); showed an SIP template; and shared an example of an SIP.

**PRESENTATION—
STATE-OF-THE-
SCHOOL
REVIEWS**

Jim showed a sample SOSR summary; and listed a collection of successes from the elementary, middle and high school levels. He provided a summary of District support requested by the schools, followed by principal and Cabinet input for suggested modifications to the 2004-2005 plans. He said that staffs are very anxious to hear the assessments of their SOSR. Principals use the feedback to include in their SIPs. Jim pointed out that the principals appreciated Board attendance at the SOSRs.

Board member Cooper said she was encouraged by the specificity of the schools in showing how their work translated into small groups of children and individuals. President Dutton said she was impressed with the teacher leaders who participated in the SOSRs. Board member Madsen said she greatly appreciates being included in the SOSRs. Their work shows strategic "doing" as well as strategic "planning."

Financial reports as of March 31, 2004, were provided for the Board of Directors' review (E:155/04). The reports include year-to-date information, revenues and expenditures, General Fund projections, a cash report and an investment summary. Associate Superintendent of Finance & Operations Jeff Riddle said the District's financial picture has improved slightly each month and the District is in a good financial position.

**FINANCIAL
REPORTS**

ACTION ITEMS

Karen Madsen moved for approval of the revised Consent Agenda and Sue Cooper seconded the motion.

- 1) Personnel Report (Revised) (E:156/04);
- 2) Voucher Lists (E:157/04);
- 3) Proposed Revised Policy 9231—Selection of Architect (relating to major construction projects) (E:158/04);
- 4) Proposed Revised Policy 2411—Diplomas for World War II Veterans (adding Korean Conflict veterans) (E:159/04);
- 5) Adoption of Mathematics Materials for High School Calculus, Precalculus, Statistics and Algebra (Cognitive Tutor) (E:160/04);
- 6) Award of Bid for the View Ridge Elementary School Mechanical System Upgrades (Bid 06:03/04);
- 7) Resolution 801—Authorization to Establish a Trust Account with an Initial Deposit Amount of \$500 for the Purpose of Managing Commercial Property Leases (Res. 21/04); and
- 8) Amendment No. 5 to the Interagency Agreement Between Everett School District No. 2 and Snohomish County to Continue Providing Educational Services at Denney Juvenile Justice Center (E:161/04).

The motion carried unanimously.

The Administration recommended approval of the attached agreement Between Everett School District No. 2 and Horizon Software System for EXCENT Online Special Education Data System Software Licensing (E:162/04). The license provides the District unlimited and unrestricted use of the EXCENT Online system by any and all staff to complete mandated IEPs, evaluations and all related special education documents. This system will also create federal and state reports. It will replace the current special education data system.

Karst reported that the manufacturer of the present system, Tracker, will no longer be available, so the District considered five other systems and determined that EXCENT is one-third less expensive and more user friendly than Tracker. Among EXCENT's advantages are that it can produce custom reports.

BOARD COMMENTS

Board member Yates recently spoke with Roy Thorsen, owner of Central Body Works and a major contributor to the Children's Museum, about awarding diplomas to World War II veterans. Mr. Thorsen is a veteran who shortened his high school career to enter the service on December 8, 1941. Mr. Yates requested that the District inquire about the likelihood of Mr. Thorsen receiving a diploma, perhaps even inviting him and others receiving such diplomas to a Board meeting. In the past, these diplomas have been awarded during a brief ceremony at the schools. The Administration will inform the Board when diplomas are to be awarded. In addition to the current awareness program that includes preparing news releases, an announcement will be made at the annual senior citizens dinner at Everett High School.

Board member Roberts thanked Dr. Whitehead, Gay Campbell and Lauren Hadley for their efforts in coordinating and conducting the series of community breakfasts and lunches that are occurring in May and June. In addition, he said he enjoyed the recent article in *The Herald* about the events—the story was excellent.

Board member Yates sought clarification of a news item about modifications being made to the WASL. Karst Brandsma said the intent is to re-center the WASL by statistically adjusting the “cut” scores. Terry Edwards said the tests at grades 4, 7 and 10 are not calibrated to each other, so this effort will help create a smooth transition

CONSENT AGENDA

AGREEMENT BETWEEN ESD NO. 2 & HORIZON SOFTWARE SYSTEM FOR EXCENT ONLINE SPECIAL ED DATA SYSTEM SOFTWARE LICENSING

BOARD COMMENTS

from one level to the other. Very few students will actually shift. Dr. Whitehead said when exact information is received, she will report to the Board.

**BOARD
COMMENTS
(cont'd.)**

Board member Cooper said she has received information concerning Initiative 844, which is an education initiative. She recommended holding a conversation around it.

BOARD ACTION AND/OR BOARD DISCUSSION

President Dutton recessed the regular meeting into executive session at 6:10 p.m. for discussion of personnel. It was estimated the executive session would be of 20 minutes' duration.

**EXECUTIVE
SESSION—
PERSONNEL**

At 6:30 p.m., it was announced the executive session would extend for another 20 minutes.

At 6:50 p.m., President Dutton re-convened the regular meeting and adjourned immediately.

Carol Whitehead, Secretary

Kristie Dutton, President