

**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, January 25, 2005, 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 Yates called for any recommended changes to the agenda. Superintendent Carol Whitehead noted that the Board would be presented with a revised personnel report and an addition to the attachment for Item 7a(3)—Resolution 818: Intergovernmental Cooperative Purchasing Agreement Between the Everett School District and the State of Washington Office of State Procurement. Although the agreement was included in the Board's packet, the resolution was inadvertently omitted and has now been added. With that, Kristie Dutton moved for adoption of the revised agenda. Paul Roberts seconded the motion and the motion carried unanimously.

**ADOPTION OF  
AGENDA**

**APPROVAL OF MINUTES**

Karen Madsen moved for approval of the minutes of the regular meeting of January 11, 2005. Sue Cooper seconded the motion and the motion carried unanimously.

**APPROVAL OF  
MINUTES**

**SUPERINTENDENT'S COMMENTS**

Dr. Whitehead introduced Evergreen Middle School principal Joyce Stewart who was present tonight representing the Everett Association of School Administrators (EASA) to recognize the Board during this, School Board Appreciation Month. She thanked the Board for the emphasis they place on safety and for the superb efforts they put forth to pass school levies and bonds. Cascade High School principal Jim Dean complimented the Board for their resolve and clear message about the importance of culminating exhibitions (CE). He noted that Everett has been on the cutting edge of CE. Jefferson Elementary School principal Karen Reedy said Everett's is a solid, caring and committed Board who made an excellent choice of superintendents with the hiring of Dr. Whitehead five years ago. Since then, the District has been "full steam ahead" with guided reading, a great math curriculum and teachers who are excited and feel supported. The Board site visits are very welcome. Director of Finance Jeff Moore said it is wonderful to have this Board represent Everett Public Schools. Their presence in the community and their confidence in District employees are much appreciated. View Ridge Elementary School principal Karen Koester announced that, on behalf of the EASA, a \$100 donation to the Everett Public Schools Foundation (EPSF) has been made in the Board's honor.

**SUPT'S  
COMMENTS**

President Yates thanked the EASA representatives for attending the Board meeting and said the Board's work is a labor of love. Everett's children have benefited from the education they have received in Everett schools. Board member Cooper said the Board's work is a team effort that goes hand-in-hand with the administrators' leadership and dedication. Board member Madsen echoed previous comments and thanked the EASA for presenting them with the "perfect gift." Board member Dutton thanked the EASA and said the Board members like their work because "it's fun and it's fun to see you take hold and make things work for the District." Board member Roberts expressed his thanks and echoed previous comments. Superintendent Whitehead thanked the EASA members for attending and said they represent their colleagues admirably.

Next, Dr. Whitehead cited the number of students who recently completed their CE panel presentations: Cascade High School—149; Everett High School—162; and Jackson High School—94. She noted that this is the first time Jackson High School has conducted CE panels at the end of the first semester.

Dr. Whitehead announced that Gayla Jenner, Financial Systems Support Analyst, has been named to the Board of the Bi-Tech Software National Users Group (BSNUG), and as the chair of the Western Region of BSNUG—these are significant achievements. Dr. Whitehead further noted that Gayla's services are often requested by other districts who are new to the Bi-Tech system and software.

Dr. Whitehead distributed copies of a recent article, entitled "Tips from the Top," from *The WASBO Reporter*, that was written by the District's Associate Superintendent for Finance and Operations Jeff Riddle (E:78/05).

Dr. Whitehead reported that last year's legislature decided that Washington Assessment of Student Learning (WASL) scores will be posted on high school transcripts. She further reported that, for the first time in the history of the WASL, 11<sup>th</sup> graders will have the chance to voluntarily re-take one or all parts of the WASL. In Everett Public Schools, the following numbers have been reported for re-takes: Cascade High School—53; Everett High School—58; Jackson High School—62; and Sequoia High School—14. She specified that these are the number of tests that will be administered, not the number of students who signed up for re-takes—some students may be re-taking more than one part of the WASL. The WASL is administered every spring to fourth, seventh and tenth graders. Beginning with the class of 2008 (today's ninth graders), students must pass the tenth grade WASL in order to graduate.

Dr. Whitehead said approximately one-third of the District's state-of-the-school reviews (SOSRs) have been completed so far this year. Each has been exemplary. The growth and style of each presentation are much improved.

For her final comments, Dr. Whitehead reported that she, Board member Karen Madsen, Director of Communications Gay Campbell and EEA President Kim Mead went to Olympia that morning for a meeting with legislators and the six-district coalition of schools (Everett, Edmonds, Mukilteo, Northshore, Shoreline and Snohomish). Approximately 20 to 25 legislators attended the meeting. The message was well received and reiterated what was stated in the resolution the Board passed a year ago—consider use of a simple majority for voting purposes; fully fund I-728 and I-732; and look for a way to have an equitable and sustainable funding source for public education in the state. The school districts shared data with the legislators showing that people care about the school systems, want more money put into public education and want reform efforts to continue. Board member Madsen concurred that it was a good meeting and that the legislators were receptive to the message. In fact, some of the legislators stayed after the meeting to clarify points and ask questions. It was interesting, she said, to note legislators' responses to parts of the message—for example, a legislator from Northshore was unaware that levy monies were being used to fill the gaps between what the state provides and what the district actually spends in the areas of transportation and special education. She also complimented Gay Campbell's preparation of the presentation and requested a copy be shared with the Board. Board member Roberts indicated he would use information contained in the presentation when he attends the Federal Relations Network Conference this weekend. When asked whether there was discussion about the special education litigation, Ms. Madsen said it came up in the discussion following the meeting.

## **PUBLIC COMMENT**

President Yates called on the following individuals who submitted Public Comment cards: 1) Jeff Heckathorn—Discussed the need for Asian languages to be offered in the schools. 2) J.J. Frank—Invited the Board to an upcoming race relations discussion to be held at Everett Community College on February 23 from 5:30 to 8:30 p.m. (E:79/05).

## **RECOGNITION OF RETIREES**

None.

## **ITEMS FOR INFORMATION**

The Administration presented information concerning the District's curriculum planning process (E:80/05).

Executive Director of Curriculum Alignment and Implementation Terry Edwards opened by saying that the District has examined its past, present and future of curriculum planning. Included in this examination is a review of all aspects of the written, taught (instruction) and tested (assessed) curriculum. He then described the curriculum implementation cycle (or circle) which begins with establishing the grade level or course expectations, and is followed by the adoption of instructional materials, professional development, implementation of district and classroom curriculum maps and plans, implementation of formative and summative assessments, collection of student achievement data, and ending where it began with curriculum development and alignment.

In Washington State, the legislature has adopted state learning goals and a student accountability system that places the highest priority on reading, writing, mathematics and science. In addition, the federal No Child Left Behind (NCLB) accountability system holds districts accountable for student achievement in reading, mathematics and science. Thus, Tier 1 classes (of higher priority) in Everett relate to reading, mathematics, science and writing, while Tier 2 classes (of lesser focus, but equally important) are social studies, fine arts, world language, health and fitness, and career and technical education. Next, Terry described the four quadrants for curriculum renewal: curriculum alignment, professional development, instructional materials and assessment. When viewed as individual pieces, it is possible that curriculum alignment may not require the complete replacement of core instructional materials. Rather, it is possible to choose which quadrant would yield the greatest return on student achievement.

The timeline for evaluating components of the curriculum has been highly compressed, so the usual seven-year cycle of curriculum renewal no longer works. We must change quickly in order to change our score outcomes. In fact, assessment data is analyzed daily and specialists talk with teachers daily. However, there needs to be a realistic timeframe for curriculum renewal and a three-year window is being proposed that would be updated on an annual basis. Even at three years, however, adjustments may be necessary. It will be important to ensure the District is making AYP (adequate yearly progress) in those courses for which it is held accountable (Tier 1), but also that Tier 2 classes are included. He went on to emphasize the importance of carefully planning the work, planning the impact on the buildings' work, and conducting wise financial planning in order to make the work possible. The District budget department has done a superb job of ensuring that adequate funds are available to implement the math and science curricula. Reading will be the next big cost. Terry then reviewed some of the upcoming curriculum renewal plans as outlined in the attachment.

Board member Madsen said this is an exciting report. She thanked Terry for making classroom book sets available to high schoolers, to which Terry responded that in

## **PUBLIC COMMENT**

## **RECOGNITION OF RETIREES**

## **PRESENTATION— Curriculum Planning Process**

high-use subjects, it is actually a more economical method. Regarding math, Ms. Madsen requested elaboration of the phrase “common end-of-term math assessments.” Terry responded that Director of Curriculum and Instruction Mary Ann Stine is working with teachers and the curriculum department to develop end-of-term math assessments at the elementary and middle school levels for curriculum that is mapped up to the end of the term. Teachers give the assessment at the end of the term, score it and use the information in the grading process. It is hoped to eventually use end-of-term assessments at the high school level and in other subjects as well. This work comes under the formative and summative piece of the curriculum implementation cycle and is one means by which to establish the utility of the assessments and embed it in the curriculum so it informs the teachers and provides parents input about their students’ progress toward the standards.

Board member Cooper complimented the thoroughness of the document and tonight’s presentation. She appreciated the strategy of taking it piece by piece. In response to a question about restructuring high school course offerings to include instructional support, Terry said weekly meetings currently held with the on-time graduation taskforce regularly include conversations about how to change how instruction is provided at the high school level. Accelerated learning support classes are being offered for students who do not need a remedial class (that is, taken out of their regular class), but they do need some support in addition to their regular class; thus, the presence of accelerated learning support classes. In math, the principals are interested in implementing a similar program at the high school and middle school levels. There is also talk about having accelerated learning support classes for science. He cautioned, however, about the necessity of working within the 24 credit “box,” and how the accelerated classes can use up students’ electives.

Terry replied to a question about the development and implementation of student learning plans (SLPs). He said that HB 2195 mandates the existence of individual SLPs for 9<sup>th</sup> graders this year. These plans tell of the progress of those students who did not meet standard at 7<sup>th</sup> grade and how they will meet standard at 10<sup>th</sup> grade. The District is considering having SLPs for all students, in part because it is as easy to do it for all as for one. The District’s Instructional Management System may be able to collect the information and house it electronically. Every effort will be made to make the workload manageable. Next year, the requirement for SLPs expands from 9<sup>th</sup> grade to 9<sup>th</sup> and 10<sup>th</sup>, and 5<sup>th</sup> and 8<sup>th</sup>, and then the next year to everyone from 3<sup>rd</sup> through 10<sup>th</sup> grades.

Board member Roberts recollected the advances that have been made in the District in the past five years to align the curriculum. He acknowledged just how much work is involved.

Karst closed the presentation by thanking Terry for his excellent work.

The attached proposed Policy 1115--Orientation of New Board Members (*creating a policy for District orientation of new Board members*), was provided to the Board for first reading, with approval to be requested at a future Board meeting (E:81/05). Dr. Whitehead noted that a proposed procedure was included in a previous Friday packet.

The attached proposed revised Policy 4331: Senior Citizen Recognition (*removing low-income requirement and amending minimum age requirement*), was provided to the Board for first reading, with approval to be requested at a future Board meeting (E:82/05). Gay Campbell commented briefly.

**PRESENTATION—  
Curriculum  
Planning Process  
(cont’d.)**

**PROPOSED POLICY 1115:  
ORIENTATION OF NEW  
BOARD MEMBERS**  
(*creating policy for District  
orientation of new Board  
members*)—1<sup>st</sup> reading

**PROPOSED REVISED  
POLICY 4331: SENIOR  
CITIZEN RECOGNITION**  
(*removing low-income  
requirement and amending  
minimum age requirement*)—  
1<sup>st</sup> reading

Financial Reports as of December 31, 2004, were provided for the Board of Directors' review (E:83/05). The reports include year-to-date information on revenues and expenditures, General Fund projections, a cash report and an investment summary. Jeff Riddle said the projections for year end have not changed significantly over the last couple of months. The District will spend down its fund balance by approximately \$1.6 million but, even with increased salary costs and higher energy costs, will be where it was at the end of 2002-2003. Board member Cooper complimented Jeff and the department for exercising sound fiscal management.

## **FINANCIAL REPORTS**

### **ACTION ITEMS**

Karen Madsen moved for approval of the revised Consent Agenda and Paul Roberts seconded the motion.

## **CONSENT AGENDA**

- 1) Personnel Report (revised) (E:84/05);
- 2) Voucher Lists (E:85/05);
- 3) Resolution 818: Intergovernmental Cooperative Purchasing Agreement Between the Everett School District and the State of Washington Office of State Procurement (with revised attachment) (Res. 11/05);
- 4) Approval of the Constructability Review for Eisenhower Middle School Modernization and Addition Project (E:86/05);
- 5) Approval of Payment for Acquisition of a Portion of 25<sup>th</sup> Avenue Southeast, to be Vacated by the City of Everett (E:87/05);
- 6) Approval of Payment for Acquisition of a Vacated Portion of 25<sup>th</sup> Avenue Southeast from Snohomish County (E:88/05);
- 7) License Agreement Between Everett School District and Global Spectrum, L.P., for Use of Everett Events Center (E:89/05); and
- 8) 2005-2006 Administrative Salary Schedule 1 (E:90/05).

The motion carried unanimously.

The Administration recommended the Board of Directors authorize a call for bids for the Eisenhower Middle School modernization and addition project. The work proposed will include the modernization of 83,790 square feet, demolition of 11,076 square feet of existing buildings and the construction of 24,206 square feet of additional building area to infill between the existing buildings. In addition, this project includes the development of a new vehicular access to 104<sup>th</sup> Place S.E., a covered play structure and four tennis courts. Bids should be ready for consideration at the March 22, 2005, Board meeting, with construction scheduled to begin in April, 2005. The estimated construction cost is \$16,700,000.

## **AUTHORIZATION TO CALL FOR BIDS: Eisenhower Middle School Modernization and Addition**

Director of Construction Hal Beumel reported that the District will begin two major modernization projects this spring—Emerson Elementary School and Eisenhower Middle School. Tonight's presentation deals only with Eisenhower. Kevin Oremus and Cindy Black, of the architecture firm Hutteball & Oremus, presented information about the project (E:91/05). Kevin showed how the work will be done in phases. Students will be on-site and school operations maintained throughout the construction process, but he emphasized that safety will always be the highest priority. Although managing the flow of students will be challenging, a plan has been devised. Kevin noted that Principal David Jones has been totally involved and very helpful.

When asked whether other property acquisitions needed to occur, Hal said tonight's action on the Consent Agenda completed the acquisitions. Permitting is approximately three-quarters complete and the SEPA is finished. All site conditions have been set and are in compliance. The new driveway will connect to 104<sup>th</sup> Place S.E. which is a through street, although it is not busy. One can access the Bothell-Everett Highway from there. He went on to say the proposed secondary entry will be gated and the neighbors consider it an improvement. In fact, the neighbors have been very involved

throughout the process, as have the staff members. They (staff) have had the opportunity to see state-of-the-art facilities in the general area. It is anticipated construction will begin in April, 2005, and complete in August, 2006.

Board member Cooper commented that she enjoyed the clear manner in which tonight's PowerPoint discussion was presented. When asked about uses for the stage at Eisenhower, David replied that it will be ideal for evening productions and community meetings, but it probably will not be used a lot during school time. However, it will be designed to be an instructional space, so it could be used during the school day for band practice or an aerobics class, for example. The gymnasium will continue to be used for all-school assemblies.

Board member Madsen said this is a very exciting project. She said her children received a wonderful education at Eisenhower, and this remodel will only add to the experience for other children. When asked how lunches will be handled during the construction phases, David said the south side of the lower gymnasium will be turned into a cafeteria for one-and-one-half years. Meals will probably be prepared off-site and brought in.

President Yates wondered about the east/west orientation of the tennis courts. Kevin said it is the most workable placement for the site. The use of screening will help somewhat.

With no further discussion, Karen Madsen moved to authorize a call for bids for the Eisenhower Middle School modernization and addition project. Paul Roberts seconded the motion and the motion carried unanimously.

#### **BOARD COMMENTS**

Board member Roberts reported that he will be attending the Federal Relations Network Conference this weekend. He thanked his Board colleagues for supporting his attendance at this important conference. He then reminded his colleagues of the WASA/WSSDA legislative conference in Olympia in late February. He plans to attend. Next, he thanked Karst Brandsma for speaking with the individuals about the ballfield issues. He reported that he had a wonderful time during the Board's recent site visit to Hawthorne Elementary School. They do amazing work in the face of some real challenges. He wondered whether there might be an opportunity to do a TV documentary (or some other format) about how the school meets these challenges.

Board member Madsen said the state-of-the-school reviews are amazing. She appreciates the opportunity to attend. She then reported that she represented the Board at the recent OSPI conference in Seattle. Everett was well represented in the form of the numerous presenters in attendance who shared the great news about activities in Everett. Next, she distributed a draft summary of the Board's self-evaluation and requested that her Board colleagues review it and provide feedback to her (E:92/05).

Board member Cooper said she, too, enjoyed the Board site visit to Hawthorne. She also served on a CE panel at Cascade High School. It was a well-organized event and very rewarding to hear the students' presentations.

President Yates reported he also attended the CE panels at Cascade High School and found them very worthwhile. Next, he commented on the multi-color tri-fold job postings for vacancies at Everett High School, Gateway Middle School and Penny Creek Elementary School. They are well done and give potential candidates much useful information about each school. Mr. Yates then requested an update on the progress of the consolidation of the COMPASS program into one school. Karst

#### **AUTHORIZATION TO CALL FOR BIDS: Eisenhower Middle School Modernization and Addition (cont'd.)**

#### **BOARD COMMENTS**

reported that Area Directors Lynn Evans and Jim McNally recently attended a meeting with COMPASS parents. Jim indicated that the meeting went well and the transition is progressing smoothly. The issues are clear and are being addressed. Lynn said Jefferson Elementary School is looking forward to having the entire program at their site. The COMPASS board is accepting of the consolidation. When asked whether data has been disaggregated concerning the achievement of students in COMPASS, Karst said overall, it has been comparable to the school as a whole. He cautioned that it would be difficult to separate the data because of the danger of identifying the children, thus violating their privacy.

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

With no further comment, President Yates called for a brief recess (rest break) at 6:20 p.m.

President Yates re-convened the regular meeting at 6:30 p.m. and moved immediately into the study session.

**BOARD ACTION AND/OR BOARD DISCUSSION**

Karst Brandsma opened the study session by welcoming presenters Kris McDowell (Executive Director of Special Services), Amy Jessee (Director of Secondary and Out-of-District Programs) and Randi Seaberg (Director of Elementary and Early Childhood Education). He also welcomed the Special Services department executive secretary Gayle Watts and thanked her for her excellent work.

**STUDY SESSION--  
SPECIAL  
EDUCATION  
UPDATE**

Kris spoke briefly and shared copies of the evening's PowerPoint presentation (E:93/05). She said when she came to the District, there was already a great program in place. Her goal has been to work at moving the program forward and "looking at it with new eyes." Randi provided an update on the reading program in special education which has been amazingly successful. She talked about *Reading Mastery*, *Soar to Success*, *Read Well* and *Read 180*. She said that *Read 180* will be used at the middle and high school levels, but is not being installed down to the third grade classes. She then discussed recruitment and retention activities as well as implications for the future. Next, she shared statistics concerning SC 1 and 2, developmental kindergarten, emotionally/behaviorally disabled, pre-school and resource room. Amy continued the presentation, first by saying how pleased she is to be working in Everett Public Schools. She talked about the results of the recent consolidated program review (CPR) and the four-year improvement plan that is in place. The District did very well in 14 of 16 areas and in the areas where there were issues, neighboring school districts registered the very same problems. Kris talked about the implications for special education NCLB requirements and highly qualified teachers, IDEA 2004, the movement for three-year IEPs, and the direction of Everett's special services program.

President Yates thanked Kris, Randi and Amy for their informative presentation. Board member Cooper echoed his comments and said she applauds the department's efforts to continuously improve. Children in Everett are very fortunate. Superintendent Whitehead noted the positive spirit of cooperation among the departments including Curriculum, Information Technology and Human Resources. Their work is reaping encouraging results.

With no further comments, President Yates adjourned the regular meeting at 7:35 p.m.

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Carol Whitehead, Secretary

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Roy Yates, President