

**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, October 11, 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 Kristie Dutton, Karen Madsen, Sue Cooper, Paul Roberts. Absent: Roy Yates. In the absence of President Yates, Vice President Dutton led the meeting.

**ADOPTION OF AGENDA**

Vice President Dutton called for any recommended changes to the agenda. Superintendent Carol Whitehead reported that there would be a revised personnel report. With that, Paul Roberts moved for adoption of the revised agenda. Karen Madsen 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 September 20, 2005. Sue Cooper seconded the motion and the motion carried unanimously.

**APPROVAL OF  
MINUTES**

**SUPERINTENDENT'S COMMENTS**

Superintendent Whitehead opened her comments by thanking Board members Madsen and Cooper for attending the recent new staff reception which provided a venue for new District staff to be introduced to the amenities of the community. Board member Madsen also provided comments at the reception.

**SUPT'S  
COMMENTS**

The District's web developer, Terry Carlson, described the District's recently-implemented Instructional Management System (IMS) parent access system. Using a PowerPoint presentation, he displayed samples of computer screens by which a parent can view student data by logging onto the IMS. Associate Superintendent for Instruction Karst Brandsma said that, to date, over 3,200 separate e-mail accounts have been established by parents to track student data. Feedback blocks are provided and the majority of comments have been positive.

Karst provided a report about the outstanding success of the District's first Career and College Fair. Held on October 5 at the Everett Events Center, the fair drew 820 District students during the day and 900 students from a variety of locales in the evening. Vendors representing 115 colleges, universities, private schools, companies and public agencies reported that they appreciated the professional setting of the Events Center. Students and families from Archbishop Murphy, Kamiak and Inglemoor High Schools, and from Arlington, Edmonds, Lake Stevens, Marysville and Snohomish School Districts were represented at the evening session. Much positive feedback was received as well as a number of constructive ideas such as having a map of vendors, offering immediate job opportunities, improving parking and making the fair bigger. Nick Alvanos, Labor and Employee Relations Coordinator, represented the City of Everett at the fair and was in attendance at tonight's Board meeting. He said the event was very well attended and organized. The students were well behaved and there was an excellent exchange of questions with the vendors. The event offered the City an opportunity to make contacts with students and seek recruits to fill non-traditional roles. He was also impressed at the number of parents who accompanied their student(s) to the evening session. In fact, he visited vendors with his 9<sup>th</sup> grader from Everett High School.

Dr. Whitehead concluded this part of her comments by thanking Becky Ballbach and her team for their outstanding work.

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

Associate Superintendent for Finance and Operations Bob Collard reported that staff members have completed the count of school bus ridership and have determined that the numbers are slightly above what was estimated. A report to the Board will be forthcoming. In addition, a recommendation to the Board will be presented which requests authorization for the District to use vehicles other than school buses for the transportation of students in situations where small numbers of students are to be transported and it is not economical to use a school bus.

Next, Dr. Whitehead called on Bob Collard and Director of Finance Jeff Moore concerning the proposed vending machine contract that appears later on tonight's agenda. Jeff said the District is working to achieve an economy of scale through a centralized contract while helping maximize revenues available to District Associated Student Body Funds (ASBs). He noted that the District's Supervisor of Purchasing Jennifer Farmer did an excellent job of developing an open and fair RFP (Request for Proposal) process which addressed vending as well as concessions. Three proposals were received from Coca-Cola, Pepsi and Summit Vending. A committee of seven individuals (from Everett, Jackson and Cascade High Schools, North Middle School and the Finance Department) independently reviewed the proposals against a specific set of criteria. The group overwhelmingly recommended Summit, a local Everett-based company known for its quick service response. The company already has some machines in District schools and has established a good working relationship with the schools. In the course of using Summit Vending, the commission rates have nearly doubled and a higher rate on other products (such as milk and juice) has been realized by the District. Summit also offers a more competitive product line and can sell both Coke and Pepsi products as well as unique beverages that meet the District's nutrition guidelines but are not available to Coke or Pepsi at this time. Summit's price structure is most beneficial to the District's ASBs.

Dr. Whitehead shared a copy of an article from the October 2005 issue of *The School Administrator* magazine which included an article called "Mending Vending." Dr. Whitehead is quoted in the magazine (E:23/06).

Next, Dr. Whitehead displayed a copy of the current issue of the *Washington School Retirees Journal*. On its cover is a picture of Mary Ellen O'Donnell welcoming her kindergartners at View Ridge Elementary School.

It is anticipated that an article will appear in *The Seattle Times* which discusses school facilities built prior to 1930 that are still in use although not necessarily as schools. Edmonds and Everett School Districts will be featured. Everett has eight such facilities and Edmonds has three.

Dr. Whitehead reported that Jackson Elementary School has been selected to receive the 2005 Apple Award Construction Achievement Grant from the State Board of Education. The award is in the amount of \$25,000 and is given because Jackson's students demonstrated significant increases in the number of fourth grade students meeting the Washington Assessment of Student Learning (WASL) standards for mathematics, reading and writing from academic year 2003-2004 to 2004-2005. Students have the honor of selecting a way to spend the dollars on capital improvements.

## **PUBLIC COMMENT**

Vice President Dutton called on the following individual who had submitted a Public Comment card:

1) Leanne Roe—parent of student at Everett High School—Speaking from a prepared text, Ms. Roe discussed her son’s placement at Everett High School vs. Dartmoor School (E:24/06).

## **RECOGNITION OF RETIREES**

Director of Communications Gay Campbell reported that no retirees were present.

## **ITEMS FOR INFORMATION**

Karst Brandsma introduced Robert Polk, Director of Athletics, who began by reporting about a WIAA amendment change that will take effect in the fall of 2006 at which time the state will recognize six classifications (E:25/06). The North Division will consist of Arlington, Cascade, Everett, Lake Stevens, Marysville-Pilchuck, Monroe, Oak Harbor, Snohomish and Stanwood. The South Division will contain Edmonds-Woodway, Jackson, Kamiak, Lynnwood, Mariner, Meadowdale, Mountlake Terrace, Shorecrest and Shorewood.

Next, Robert announced that the District is establishing a new award for its student athletes called the Scholar/Athlete Award. Each month the schools will honor a male and female athlete, rotating among Everett High (in September), followed by Cascade High (in October), then H.M. Jackson High School (in November), and so on. September’s honorees were Shawna Hill and Mitch Sauntra.

Robert then discussed two videos that describe the dangers of steroid use and abuse. A link was created through the District website so that parents and students can access the videos from home. Robert showed a clip of one of the videos.

Director of Curriculum and Instruction Mary Ann Stine shared information about professional certification (E:26/06). She talked about the history of professional certification in Washington and showed a comparison of requirements for a professional certificate vs. a continuing certificate. Professional certification is a performance-based system which offers individuals the opportunity to demonstrate effectiveness and impact on student learning beyond test scores; development of collegial and collaborative professional learning communities; time for reflection and intentional decision making; mentoring and guidance during the first years of teaching; and linkages among school improvement, teacher professional growth and student learning. As of 2000, professional certificates will be required of all new certificated staff who have earned a bachelor’s degree in an endorsement area from a regionally accredited college/university; completed a state-approved teacher preparation program at a regionally accredited college/university, to include teaching methodology and internship; and/or moved to Washington from another state. The professional certificate requires demonstration of competency in three areas: effective teaching, professional development and professional contributions. In addition, certain evidence is required as part of the professional portfolio and residency certificate holders must work with a professional growth team in designing their “professional growth plan,” or PGP, which outlines their pathway to the professional certificate. Everett Public Schools partners with Western Washington University (WWU) to offer professional certification opportunities. Mary Ann introduced Dr. Sheila Fox, of WWU, who administers the program.

Mary Ann said the cost for a WWU credit is \$48 and all courses can be acquired through Everett Public Schools professional development offerings. Clock hours and credit from other universities may apply. Mary Ann reviewed the professional

## **PUBLIC COMMENT**

## **RECOGNITION OF RETIREES**

## **HIGH SCHOOL LEAGUE REALIGNMENT**

## **PROFESSIONAL CERTIFICATION**

certification process sequence. Over 30 District staff and staff from local private schools are enrolled in the pre-assessment seminar that begins October 18. Overall, professional certification is a wonderful pathway for teachers to grow in their careers over time.

## **PROFESSIONAL CERTIFICATION (cont'd.)**

When Board member Cooper asked whether professional certificates are “transportable” to other districts, Sheila said the contextual statement of the type of environment and type of students the teacher works with may need to be re-written. It would not be necessary for the teachers to repeat the parts of the certification they have already completed. Everett’s program is unique in that the District has selected to make the certification program an integral part of its professional development program, taught by Everett employees and following the guidelines as outlined by the state. An exceptional facet of Everett’s program is that the PGP aligns directly with the goals of the District’s Strategic Plan. In response to a question from Board member Madsen about the interface between the district and the university, Sheila said the university works closely with the district in determining the components of the program. In addition, all of the instructors who work with WWU meet once per quarter to talk about the programs and they use the same professional literature resources, making them easily accessible to the candidates.

Executive Director for Curriculum Alignment and Implementation Terry Edwards introduced Becky Ballbach, the District’s counselor support specialist, who presented information about the proposed K-5 District guidance curriculum adoption, which was presented tonight for first reading, with adoption to be recommended at a future Board meeting (E:27/06). Becky outlined the curriculum adoption process and said the following curricula are being recommended: “Talking about Touching” (a personal safety curriculum; “Second Step” (a violence prevention curriculum); and “Steps to Respect” (about anti-bullying, friendship making, problem solving). The committee was clear that they wanted evidence-based programs that were demonstrated to have shown results. The curricula have been reviewed for gender and ethnic bias. Terry said all of the curricula are already being used in the District with many of the older editions in use. This adoption will allow the District to standardize materials. Karst complimented the good work of the curriculum review committee.

## **PROPOSED K-5 DISTRICT GUIDANCE CURRICULUM ADOPTION—1<sup>ST</sup> READING**

### **ACTION ITEMS**

Prior to action on the Consent Agenda items, Board member Cooper spoke to Item 3—Award of Contract—Full Service Beverage Vending, and said that her son was an original partner in the Summit vending machine company, but he is no longer affiliated with it. Superintendent Whitehead said it would not be necessary for Board member Cooper to remove herself from the voting since her son is no longer in the company. With that, voting proceeded. Paul Roberts moved for approval of the revised Consent Agenda items. Karen Madsen seconded the motion.

## **CONSENT AGENDA**

- 1) Personnel Report (revised) (E:28/06);
- 2) Voucher Lists (E:29/06);
- 3) Award of Contract—Full Service Beverage Vending (E:30/06);
- 4) Resolution 839: School District Authorized Agent (Res.02/06);
- 5) Res.840: Cancel Warrants Outstanding Dated Prior to August 31, 2004 (Res.03/06);
- 6) Revisions to the 2005-06 Positions on Professional-Technical Salary Schedule (E:31/06);
- 7) Monetary Gift from Cedar Wood Elementary PTA to Cedar Wood Elementary School in the Amount of \$10,000 for the Purpose of Courtyard Beautification (E:32/06);
- 8) Monetary Gift from Cedar Wood Elementary PTA to Cedar Wood Elementary School in the Amount of \$8,400 for the Purpose of Purchasing Ken-A-Vision Viewers (E:33/06);

- 9) Monetary Gift from Cedar Wood Elementary PTA to Cedar Wood Elementary School in the Amount of \$5,000 for the Purpose of Providing Funds to the Principal's Discretionary Fund (E:34/06);
- 10) Memorandum of Understanding Between Everett School District and Woodring College of Education at Western Washington University (E:35/06);
- 11) 2005-2006 Title II, Part D, Option C, Grant in the Amount of \$25,000 (E:36/06); &
- 12) Title I Neglected and Delinquent Grant (E:37/06).

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

The motion carried unanimously.

**BOARD COMMENTS**

Board member Roberts sought clarification concerning proposed revised Procedure 4210P—School Support Organizations. It was unclear in what context the school support organizations are listed. Dr. Whitehead indicated she will review the procedure and reply via the Board's Friday mail packet.

**BOARD  
COMMENTS**

Board member Cooper complimented Board member Madsen for doing a good job of running the WSSDA regional meeting in Mt. Vernon last Thursday. It was conducted very efficiently and was a good meeting.

Board member Madsen said she was amazed during tonight's meeting to hear the scope of work that is happening in Everett Public Schools.

With no further comments, Vice President Dutton adjourned the regular meeting at 5:55 p.m.

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Carol Whitehead, Secretary

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Kristie Dutton, Vice President