

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 10, 2006, 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 and Roy Yates. *(As noted below, Paul Roberts resigned from the Board effective January 4, 2006. Therefore, although present, he did not participate in tonight's Board actions.)*

ADOPTION OF AGENDA

President Yates called for any recommended changes to the agenda. Superintendent Carol Whitehead reported that there would be a revised personnel report. She also requested that an executive session be added immediately following Board Comments for discussion of personnel. Thirdly, Dr. Whitehead recommended that Item 8c—Acceptance of Board Member's Resignation, be moved to immediately follow Item 6—Recognition of Retirees. With that, Kristie Dutton moved for adoption of the revised agenda. Sue Cooper seconded the motion and the motion carried unanimously.

**ADOPTION OF
AGENDA**

APPROVAL OF MINUTES

Kristie Dutton moved for approval of the minutes of the regular meeting of December 6, 2005. Sue Cooper seconded the motion and the motion carried unanimously.

**APPROVAL OF
MINUTES**

SUPERINTENDENT'S COMMENTS

Superintendent Whitehead opened her comments by noting that January is School Board Recognition Month. She said it is a great pleasure to work with this Board. Their professional demeanor and well-thought-out ideas are indicative of their efforts to ensure each child gets what they need. They continually work to improve student learning. Dr. Whitehead presented each Board member with Certificates of Appreciation.

**SUPT'S
COMMENTS**

Dr. Whitehead read from a recent letter from the State Board of Education reporting that Everett Public Schools is in compliance with basic education allocation entitlement requirements pursuant to WAC 180-16-225 for the 2005-2006 school year. This is very good news.

Next, Dr. Whitehead reported that the District is in the process of scheduling meetings to inform parents about WASL requirements. She called on Terry Edwards, Executive Director for Curriculum Alignment and Implementation, who said the upcoming WASL will be different in many ways. It expands beyond the three grade levels of 4, 7 and 10. Pre-tests and re-tests will be permitted. Sixty percent of the District's high school students will be involved in some sort of WASL testing. As such, the District is working to inform parents about the testing process and ramifications. Terry's department has been working with middle and high school parents to schedule the parent meetings which will occur in approximately February and March, depending upon the grade level. Agenda items will include why we are testing, what the test is about, why the test measures the standards and why the WASL is only one tool used to determine how students are doing in school, and answer general questions about the WASL. Breakout sessions will also be provided to focus on reading, writing, mathematics and science; to talk about how to get students ready for the test; and describe common pitfalls.

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

Terry then discussed the upcoming Learning Improvement Day (LID) on January 30 which is one of the three waiver days granted by the state. At the high school level, this will be a day for high school teachers to use individually to, for example, finalize their first semester grades. At the middle and elementary levels, there will be directed in-service. At the elementary level, the primary focus will be on the new science adoption, training on the first and second science kits, and writing in science using lab notebooks to help improve reading and writing skills. Specialists, including occupational/physical therapists, special education teachers, librarians, music teachers, etc., will be meeting in job-alike groups with administrators around the District to focus on the specific needs of those special programs. Middle school principals will meet with their staffs to further the work of their Student Improvement Plans (SIPs). Job-alike groups from surrounding schools will meet in the afternoon.

Terry distributed a flyer announcing a middle school math conference to be held July 25-27, 2006 (E:79/06). Called "Bridging the Gap," this conference will be held in the District and will focus on general professional development and lab sessions for middle school math teachers. Snohomish, Edmonds and Mukilteo School Districts will co-sponsor the event with Everett and in cooperation with some of the publishers the District uses for its mathematics program. Approximately 300 math teachers from across the region, state and nation are expected to attend. The publishers are donating large parts of their time and it is expected that District staff will be able to attend at little or no cost. It is advantageous to the school districts to work together on this project because the participants have the opportunity to share strategies with one another and costs are reduced. The Board will be invited. Director of Curriculum and Instruction Mary Ann Stine is serving as the District's coordinator for the event.

Dr. Whitehead reported that the winter edition of *Everett Schools* has been published and sent to every home in the District. This edition contains valuable information about the levy/bond issues including specifics about planned improvements at the schools as well as information about how schools are funded and monies are allocated.

Yesterday, Mike Gunn, Bob Collard, Karen Koester and Dr. Whitehead met with the editorial board of *The Herald* as represented by Editorial Page Editor Bob Bolerjack. The meeting was held at View Ridge Elementary School which is among the schools slated for renovation with funds from the upcoming bond. At the conclusion of the District's presentation, a tour of the school was conducted.

Dr. Whitehead called on Executive Director for Human Resources Molly Ringo who reported on the results of a risk assessment survey of the Human Resources (HR) Department. Conducted by the Risk Management Pool, 21 criteria were used to audit human resources practices such as vacancy advertisements and recruitment processes, job applications, benefits and unemployment materials and terminations. As a result of the audit, the District was assigned a perfect 750 out of 750 points. Such an achievement involved a team effort among the HR staff and throughout the District.

In closing, Dr. Whitehead noted that the Board will be asked this evening to accept the resignation of their fellow Board member, Paul Roberts, who is leaving the Board after 6 ½ years of service. In terms of process, the position Mr. Roberts leaves vacant has a term that expires in 2007. The replacement Board member, to be appointed by the Board, would serve until then, at which time it would be necessary for the individual to run for election if he or she wants to remain in the position. During the month of February, the vacancy will be advertised in *The Herald*, *The Tribune* and *The Enterprise* and will include information about the process for applying and the timelines for the interviews and the expected date of the appointment. The Board will screen the applications and then conduct interviews during March. Individual interviews will be

held in an open public meeting(s). However, the Board may convene an executive session(s) to deliberate about the qualifications of any or all of the candidates. The goal is to swear in a new Board member at the March 21, 2006 Board meeting. In order to apply for the position, a candidate must be a United States citizen, a qualified voter and reside within the boundaries of Everett Public Schools. Candidates must be willing to give the necessary time to perform the duties of a Board member; support and assume responsibility for Board decisions; can present evidence of interest and commitment to the educational process in Everett Public Schools; is willing to examine all sides of an issue without bias prior to making a decision; and will meet the legal requirements of completing a public disclosure statement. In the near future, Dr. Whitehead will present a draft of the vacancy notice to the Board.

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

PUBLIC COMMENT

None.

**PUBLIC
COMMENT**

RECOGNITION OF RETIREES

None.

**RECOGNITION OF
RETIREES**

BOARD ACTION AND/OR BOARD DISCUSSION

The Board was presented with the resignation of Board member Paul Roberts, effective January 4, 2006 (E:80/06). Mr. Roberts has served on the Board since 1999 and was in attendance at tonight's Board meeting.

**ACCEPTANCE OF
BOARD
MEMBER'S
RESIGNATION**

President Yates said Mr. Roberts has been a wonderful Board member and the City Council is fortunate to have him as a member. Mr. Roberts has a sincere interest in the wellbeing of all of the District's constituents. His sense of conviction about those he serves is a rare trait and Mr. Yates is certain Mr. Roberts will approach his new duties in the same positive manner.

Board member Madsen said it has been a delight to work with Mr. Roberts, to hear him talk and watch how he thinks, especially in the legislative arena. She will miss him and said it has been a pleasure having him on the Board.

Board member Cooper said it has been enjoyable to serve with Mr. Roberts. She appreciates his calm demeanor and his ability to remember to give due recognition in a sincere and kind way. She, too, appreciates his thoroughness and knowledge, especially in the legislative arena.

Board member Dutton complimented Mr. Roberts for his depth of knowledge and said she will always appreciate his focus on unfunded mandates.

Mr. Roberts thanked his Board colleagues for their kind comments and said the public is well served by this Board. They exemplify collegiality and he is proud to have been a part of this group. He went on to say his contacts with Everett Public Schools will continue. In fact, he has been asked by City Council president Brenda Stonecipher to serve as a liaison with the District, an assignment he happily accepted.

With no further comments, Karen Madsen moved to regretfully accept the resignation of Paul Roberts from the Board of Directors. Kristie Dutton seconded the motion and the motion carried unanimously.

In closing, President Yates presented Mr. Roberts with a plaque in appreciation of his service.

ITEMS FOR INFORMATION

The Administration shared information regarding the Everett Schools Employee Benefit Trust's new Total Health Management (THM) program. A goal of the Trust is to incorporate wellness (health and productivity management) into the existing health program. Executive Director for Human Resources Molly Ringo introduced the presentation, noting that increasing challenges are arising concerning mounting health care costs. As such, the District and the Trust want to place a greater focus and support toward healthy employees. Indeed, healthy employees help achieve student learning. Director of Human Resources Randi Seaberg has been spearheading this effort. She has presented information about the THM program to the District's Leadership Team and was present tonight to describe the program to the Board.

Randi reported that the idea for the THM program came from the Everett Schools Employee Benefit Trust. They are strong supporters and are sponsoring the THM program at a cost of approximately \$50,000 per year which will be offset by health care improvements. Randi distributed copies of tonight's PowerPoint presentation and shared an overview of the program, outlined its goals and objectives and provided an implementation timeline and strategies (E:81/06). She emphasized that THM is neither a health maintenance organization nor a canned, one-size-fits-all program. THM offers, among other things, registered nurses with disease management experience, Web resources for employees, and quarterly reports to the employer. Each site will have "champions" who are nominated by the supervisor at each site to serve as "cheerleaders," advocates and communicators. Implementation of the program will begin this winter and spring and continue through this summer on into the 2006-2007 school year. A one-year anniversary report card will be prepared next winter.

Financial Reports were provided for the Board of Directors' review (E:82/06). The reports include year-to-date information on revenues and expenditures, General Fund projections, a cash report and an investment summary. Associate Superintendent for Finance and Operations Bob Collard said the fund balance trend is as projected. There was a slight decrease in revenue from the state due to delays with the state approving grant applications, but that has been offset by receipt of eRate funds.

ACTION ITEMS

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

- 1) Personnel Report (revised) (E:83/06);
- 2) Voucher Lists (E:84/06);
- 3) Monetary Gift From Silver Firs PTA to Silver Firs Elementary School in the Amount of \$12,205.08 for the Purchase of Playground Equipment (E:85/06);
- 4) Monetary Gift from Penny Creek PTA to Penny Creek Elementary School in the Amount of \$10,000 for the Purchase of Computer Equipment (E:86/06);
- 5) Resolution 843: Interdistrict Cooperative Agreement for Other School Districts to Provide Services for Everett Public Schools' Students with Disabilities (Res.06/06);
- 6) Revision to the 2005-2006 Classified Non-Represented Non-Exempt Salary Schedule (E:87/06); and
- 7) Tentative Agreement Between Everett School District and the Everett Coaches/ Extracurricular Association (ECEA) (E:88/06).

The motion carried unanimously.

In accordance with Policy 3320, the Administration recommended the following for membership on the Disciplinary Appeal Council whose role is to hear and decide discipline and short-term suspension grievance appeals: Associate Superintendent for Instruction; Executive Director for Curriculum & Alignment; and one of the Executive Directors of K-12 Education, Area 1 or 2 (depending upon the Area from which the

PRESENTATION— TOTAL HEALTH MANAGEMENT PROGRAM

FINANCIAL REPORTS AS OF 11/30/05

CONSENT AGENDA

RECOMMENDA- TION FOR MEMBERSHIP ON DISCIPLINARY APPEAL COUNCIL

appeal originates). In addition, one alternate was recommended for the Council: Executive Director for Human Resources. Membership on the Council is for a period of one year. The Council also includes a Board member-at-large. Dr. Whitehead commented.

With no further comments, Sue Cooper moved to adopt the aforementioned recommendation for membership on the District's Disciplinary Appeal Council. Kristie Dutton seconded the motion and the motion carried unanimously.

BOARD COMMENTS

Board member Cooper said she deeply appreciates the volunteer effort for the levy/bond. It is clear that a great deal of coordination and teamwork are involved.

BOARD ACTION AND/OR BOARD DISCUSSION

With no further comments, President Yates recessed the regular Board meeting into executive session at 5:40 p.m. in Conference Room C3 for discussion of personnel. It was estimated the executive session would be of 15 minutes' duration.

At 5:55 p.m., it was announced the executive session would continue for five more minutes.

President Yates re-convened the regular Board meeting at 6 p.m. in the Board Room and moved immediately into the study session concerning the District's graduation policy.

BOARD ACTION AND/OR BOARD DISCUSSION

Terry Edwards reviewed and summarized information previously shared with the Board concerning the District's graduation policy. He reported that conversations have been, and are being, held with the groups with whom members of the Graduation Requirements Committee had met earlier. Terry fielded questions from the Board concerning granting credit for students who are continuously enrolled; granting credit for community service and serving as a teacher's assistant; options for social studies; credit that has been retrieved; the Running Start program; incorporating economics into the curriculum; and letting sophomores take the WASL even though they have not met their 9th grade math requirement.

Board member Madsen commended the efforts of the committee, saying it is interesting and exciting to see the work unfold. She said she is pleased that the committee has talked with others. In response to a question from Board member Cooper, Terry clarified that the implementation date will apply to the entering 9th graders this fall.

The Board discussed its self-evaluation and determined that its work plan for the year will be to focus on integrating the new Board member into the Everett Public Schools' team.

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

RECOMMENDATION FOR MEMBERSHIP ON DISCIPLINARY APPEAL COUNCIL (cont'd.)

BOARD COMMENTS

ADDENDUM-- EXECUTIVE SESSION-- PERSONNEL

STUDY SESSION-- GRADUATION POLICY

BOARD SELF-EVALUATION

Carol Whitehead, Secretary

Roy Yates, President