

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, June 20, 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, Ed Petersen and Roy Yates.

(Note: Board member Madsen arrived at 4:35 p.m. after having been delayed in traffic.)

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. With that, Kristie Dutton moved to adopt the revised agenda. Sue Cooper seconded the motion and the motion carried unanimously.

**ADOPTION OF
AGENDA**

APPROVAL OF MINUTES

Sue Cooper moved for approval of the minutes of the regular meeting of June 6, 2006. Ed Petersen seconded the motion and the motion carried unanimously.

**APPROVAL OF
MINUTES**

SUPERINTENDENT'S COMMENTS

Dr. Whitehead called on Executive Director of Special Services Kris McDowell who introduced Sara Wolverton as the District's new Director for Special Education, replacing Claudia Menard who is retiring. Sara comes from Seattle School District and is a graduate of the University of Washington, including its Danforth Program. Sara commented. President Yates congratulated Sara and welcomed her to the District. (Board member Madsen arrived at this point in the meeting.)

**SUPT'S
COMMENTS**

Next, Dr. Whitehead announced that the new principal at Whittier Elementary School will be Carla Barton. John Balmer has been selected as the new assistant principal at Heatherwood Middle School. Although neither could be present tonight, it is anticipated that they will be introduced at a future Board meeting.

Dr. Whitehead noted that tonight's Personnel Report includes the retirement of long-time District employee Nancy Bushaw. Currently, Nancy serves as the Supervisor of Certification in the Human Resources department. Throughout her career, she has been an indispensable part of the District and she will be greatly missed.

High school graduations were held recently. Sequoia High School graduated 31 students on Thursday evening. Cascade, Everett and Jackson High Schools held their commencement ceremonies on Saturday at the Everett Events Center. Altogether, almost 1,000 students graduated.

Dr. Whitehead reported that tonight's agenda includes an end-of-the-year report on the 2005-2006 Strategic Plan. Much has been accomplished this year, including passage of the levy and bond issues, two major school renovations and other maintenance projects, and the successful sale of bonds for new elementary school #17. In addition, the District has seen a rise in WASL scores in all grade levels and content areas. Scores for 10th graders have improved in the areas of reading and writing. Improvement is needed in the area of math, but that is true throughout the state. Overall, staff did the world's most important work, all with style and grace.

Plans for next year include presentation of the 2006-2007 fiscal year budget to the Board at the July 11 Board meeting. The District boundary review committee recently

held a public hearing with the community to gather feedback on the committee's proposed boundary adjustments. Thirty-five citizens provided verbal and/or written input. The committee will re-convene in August, review the input and prepare their recommendation to the superintendent. Next, Dr. Whitehead will present her recommendation to the Board. The Board will hold a public hearing in October and make their decision in November. Families affected by the boundary adjustments will be notified in December and the changes will take effect with the 2007-2008 school year.

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

Groundbreaking for the new elementary school is scheduled for July 10. A variety of individuals are being invited. The school is slated to open in Fall 2007.

Dr. Whitehead announced that OSPI recently awarded Emerson Elementary School with \$10,000 for improving that school's WASL scores for Hispanic students in reading, writing and mathematics. Schools receiving similar awards last year were Lowell (reading and writing), Madison (reading and math) and Hawthorne (reading) Elementaries. When asked whether the schools continue to receive the funds from year to year, Dr. Whitehead replied that schools can be "repeat" winners, but must continue to show improvement according to the award criteria.

Associate Superintendent for Finance and Operations Bob Collard recently attended a meeting at which Mary Selecky, the Secretary of Health for the State of Washington, commended the District for its program to address health and safety issues and respond quickly and effectively to deficiencies once reported by staff, citizens or inspectors. Director of Maintenance Gary Jefferis was applauded for his knowledge of the standards and his management in this area.

In May, a multicultural employment fair was held and Everett Public Schools was represented by Director of Employment Steve Katz and Supervisor of Food Services Debbie Webber. On hand were 46 businesses and approximately 250 attendees. In the overall evaluation of the fair, respondents said that some of the things they liked best were its locale and the availability of extensive information. In addition, the District was cited as a favorite booth.

Executive Director of Human Resources Molly Ringo reported that a new online application process is being implemented and will "go live" on July 10. Among the features of this program are that out-of-District candidates will have the ability to review the status of their application, in-house applicants will have a clear and easy application/transfer process, and (by late summer or early fall) District administrators will have the ability to screen and score candidate application materials remotely. A demonstration of the program will be provided to the Board at a later time.

PUBLIC COMMENT

None.

**PUBLIC
COMMENT**

RECOGNITION OF RETIREES

Director of Communications Mary Waggoner introduced retiree Geri Wohler, who works at Everett High School. Her principal, Catherine Matthews, said Geri is an excellent example of the deep roots one puts in the community and in the school. Geri began in the District in 1977 as an educational assistant. She worked in the JTPA and Career Pathways programs and then became the registrar at Everett High School. Co-workers have said that Geri is a team player who volunteers at EHS in many ways. She and her husband, Edwin (who was present), are moving to Wisconsin. Geri said Everett High has been her "home," a part of her life for many years. Nevertheless, she looks forward to traveling with her husband and being with her grandchildren.

**RECOGNITION OF
RETIREES**

President Yates congratulated Geri and presented her with a crystal memento apple.

ITEMS FOR INFORMATION

Each year, a selection committee, comprised of students, parents, teachers and administrators, reviews the applications for the Everett Public Schools' Teacher of the Year (E:187/06). This year's 2007 Teacher of the Year is Dianne Lundberg, who has been a teacher in the Highly Capable Program at Cedar Wood Elementary and currently serves as Cedar Wood's teacher-librarian. Area One Executive Director Jim McNally discussed the selection process and welcomed Cedar Wood principal Jill Tokumoto who introduced Dianne. Jill described Dianne as a fabulous teacher who was happy to become the teacher-librarian when offered that opportunity. Dianne thanked the Board, Administration and her colleagues for their support. She thanked her husband Ed, Jim McNally, Greg Gelderman, Jill Tokumoto and the staff at Cedar Wood. She said this honor is actually a reflection of the outstanding staff at Cedar Wood, some of whom were present tonight. She also introduced in-laws Don and Bernadine Lundberg.

The attached materials concerning the proposed adoption of instructional materials for high school chemistry were provided for first reading, with adoption to be recommended at a future Board meeting (E:188/06). The titles are as follows: *Living by Chemistry* (Key Curriculum Press) for grades 11-12; *The World of Chemistry* (McDougal Littell) for grades 11-12. Adoption of these materials will complete the K-12 science adoption cycle begun in 2003-2004 and will replace the obsolete instructional materials currently in use.

Associate Superintendent for Instruction Karst Brandsma called on Executive Director of Curriculum Alignment and Implementation Terry Edwards who introduced Bob Sotak, the District's K-12 Science Specialist. Tonight's proposed adoption represents the final piece of a three-year plan to replace the District's science curriculum in the District. Bob said the committee determined the essential elements that the best curriculum materials need to possess; set a timeline for reviewing the materials; and made the final selection. Implementation will follow adoption.

Bob said the number of students taking chemistry is growing; they are enjoying science more because of the new programs. When asked whether all chemistry teachers participated in the curriculum process, Bob said all but one and that person only teaches one course. Terry noted that District graduation requirements specify two credits in science, but most colleges that students want to attend require three credits, so they take more.

The Administration presented information concerning the middle school learning portfolio (MSLP). Terry Edwards introduced Director of Curriculum and Assessment Ric Williams and Curriculum and Assessment Specialist JoAnne Buiteweg. Using a PowerPoint presentation, JoAnne said the MSLP has "grown" from 6th to 7th grade and finally to include 8th grade (E:189/06). Student work is organized around competencies. A goal achievement (continuous improvement) cycle begins with identification of a goal and creating an action plan. Next, implementation of the plan is monitored. Thirdly, evidence of the plan's effectiveness is collected. Students then reflect on their progress and re-evaluate their plan. Finally, students provide evidence to show attainment of their goals. When asked how troubled students are dealt with, JoAnne replied that a pyramid of interventions is in place. Students are involved in the exercise; thus, their awareness is raised. Students recognize that the actions taken today have a definite impact on where they want to be. When they get off track, there is an immediate intervention. Students are also being directed to take advantage of after-school learning opportunities. Board member Petersen commented that taking actions such as those described seem very valuable in terms of responding immediately and in a

EPS TEACHER OF THE YEAR FOR 2007

PROPOSED ADOPTION OF INSTRUCTIONAL MATERIALS FOR HIGH SCHOOL CHEMISTRY—1st reading

PRESENTATION— MIDDLE SCHOOL LEARNING PORTFOLIO (MSLP)

concrete manner. When asked about efforts to increase parent involvement, JoAnne said conferences are arranged for each student and counselors are a part of make-up conferences. One-on-one contact is required. Support classes have served to motivate students—they see more options and begin to be able to discern between short- and long-term goals. When asked whether students who are in danger of not graduating are being identified and whether that information is being sent on to the high schools, Terry said yes. Weaknesses in skills are being identified and supports are being developed at the specific deficiency level. JoAnne noted that transition conferences were held during the school day for every 8th grader and included a high school and a middle school staff member, the parents and the student; they have been very positive experiences. The conferences have served to share information about areas for improvement and strengths. The portfolio work is being blended with these conversations.

**PRESENTATION—
MIDDLE SCHOOL
LEARNING
PORTFOLIO
(MSLP)
(cont'd.)**

JoAnne Buiteweg presented information concerning culminating exhibitions (CE). Using a PowerPoint presentation, she outlined the components of an effective learner; discussed the argumentative paper, reflective letter, self-directed project and culminating presentation; listed the pieces of the continuous improvement cycle; and presented the long-range plans for alignment and coordination (E:190/06).

**CULMINATING
EXHIBITIONS**

Board member Cooper asked about student and parent access to information prior to the student's junior year. JoAnne indicated that the online argumentative paper is a course for which one must register. All other resources are online on the District website and students and parents, for example, have the opportunity to see a quality paper and the coaching annotations about why it is quality. Mrs. Cooper said such access is a valuable tool for parents to understand the value and importance of CE.

Board member Petersen asked about the number of years the District has used the CE and argumentative papers and whether they are offered for credit. Terry said they are a credit and a requirement for graduation. Mr. Petersen asked whether there are students who did not graduate because of these requirements. JoAnne said this year there are potentially three, but two are finalizing their presentations. Five years ago, said Dr. Whitehead, there were a number of students who struggled because safeguards described tonight were not in place. Mr. Petersen commented about the importance of celebrating successes.

ACTION ITEMS

**CONSENT
AGENDA**

Kristie Dutton moved for approval of the revised Consent Agenda items. Karen Madsen seconded the motion.

- 1) Personnel Report (revised) (E:191/06);
- 2) Voucher Lists (E:192/06);
- 3) Proposed Adoption of Supplementary Non-Fiction Reading Materials for Use in General Education Reading Classes at North Middle School (E:193/06);
- 4) Proposed Adoption of Instructional Materials for Middle School Washington State History (E:194/06);
- 5) Proposed Adoption of High School Advanced Algebra Cognitive Tutor by Carnegie Learning (E:195/06);
- 6) Resolution 854: VEBA III Medical Reimbursement Benefits Plan (Res.16/06));
- 7) Resolution 855: Intergovernmental Cooperative Purchasing Agreement for the Purpose of Establishing an Interlocal Agreement Between Everett School District and Edmonds School District #15 (Res.17/06);
- 8) Res. 856: 5-Year Interdistrict Cooperative Agreement for Other School Districts to Provide Services for Everett School District Students with Disabilities (Res.18/06);
- 9) State Transitional Bilingual Grant for 2006-2007 (E:196/06);
- 10) Monetary Gift of \$10,659.13 from Mill Creek Elementary School PTA to Mill Creek Elementary School for a Transverse Climbing Wall (E:197/06); &
- 11) Resolution 857: Intergovernmental Cooperative Purchasing Agreement Between Everett School District and Educational Service District #112 (E:198/06).

The motion carried unanimously.

The Administration recommended the Board of Directors approve Resolution 853 which authorizes the sale, issuance and delivery of \$75,000,000 of the District's unlimited tax general obligation bonds, series 2006 (Res. 19/06). The purpose of this request is to provide money for the purpose of providing the funds to construct, equip, acquire and make other capital improvements to the facilities of the District as authorized by resolution of the Board of Directors, and approved by the qualified electors of the District at a special election held on February 7, 2006; providing the date, form, terms and maturities of the bonds to be issued and for annual tax levies to pay the principal thereof and interest thereon; and approving the sale of such bonds.

**RESOLUTION 853:
AUTHORIZING
SALE OF
UNLIMITED TAX
GENERAL
OBLIGATION
BONDS,
SERIES 2006**

Associate Superintendent for Finance Bob Collard said the face amount of the bonds was \$75 million, but the sale was structured so that the District was able to cover its costs, etc., and make \$1.2 million over the face value of the bonds. The bonds were sold at a net premium. Bob introduced John Gores (Seattle Northwest Securities), Jack Eaton (UBS), and Cynthia Weed (Preston Gates & Ellis). Jack commented that today's sale was challenging, but successful. He commended District staff for providing extensive information when discussions (about upgrading the District's bond rating) with Moody's and Standard & Poors took place. Next, Jack shared charts showing a ten-year and two-year history of interest rates. Overall, rates are rising and will probably continue to rise. Jack talked about the District financing goals, all of which were achieved. John Gores said Seattle Northwest Securities appreciates being able to be a partner in today's transaction. He complimented Jack and his staff on doing an excellent job. Bob Collard and Jeff Moore were very helpful. Cynthia Weed discussed Resolution 853.

President Yates thanked the group for being in attendance tonight and for their efforts on behalf of the District. With no further discussion, Sue Cooper moved for the adoption of Resolution 853: Authorizing Sale of Unlimited Tax General Obligation Bonds, Series 2006. Kristie Dutton seconded the motion and the motion carried unanimously.

BOARD COMMENTS

Board member Madsen commented that tonight's presentations were exciting in that they demonstrated that the District has put programs in place long before these programs were state requirements. Board member Cooper echoed Ms. Madsen's comments and said the key word to this equation is "staff"—they are superb and make the visions and plans a reality.

**BOARD
COMMENTS**

Board member Petersen said he enjoyed attending Sequoia High School's graduation ceremonies. The passion and compassion of the students and administrators was very special. President Yates and Board member Madsen echoed his comments. Ms. Madsen noted that the commencements for Cascade, Everett and Jackson High Schools were also very well done.

With no further comments, President Yates called a recess for a rest break at 6:30 p.m.

BOARD ACTION AND/OR BOARD DISCUSSION

President Yates reconvened the regular meeting at 7 p.m.

The Administration provided information concerning the District's end-of-year report on the 2005-2006 Strategic Plan (E:199/06). Dr. Whitehead opened by providing a list of updated reports to the Board for 2005-2006 and then said tonight's presentation will

**STUDY SESSION—
END-OF-YEAR
REPORT ON 05-06
STRATEGIC PLAN**

focus on the following areas: Strategic Action 1.1d—Implement student learning plans; Strategic Action 1.2a—Ensure alignment and coordination in all subject areas and programs to meet the district’s curriculum plan; Strategic Action 1.2b—Integrate technology and improve student achievement; and Strategic Action 2.2b—Continue implementation of a district-wide plan that integrates and prioritizes instructional and operational technology development initiatives.

**STUDY SESSION—
END-OF-YEAR
REPORT ON 05-06
STRATEGIC PLAN
(cont’d.)**

Following a PowerPoint presentation (attached), Terry Edwards discussed student learning plans and learning assistance plans. He emphasized that these plans are for all students, not just those who need it. The plan is customized to the student so that their contact is shown as the student’s counselor. Board member Madsen requested a copy of a sample student learning plan. Dr. Whitehead noted that it is critical to have accurate, up-to-date information in the system. The Connect-ED program has been very helpful.

Regarding Strategic Action 1.2a, Terry outlined the numerous areas that are being addressed including science, mathematics, world language, fine arts, social studies and literacy. He mentioned the success of the Science Resource Center located at Hawthorne Elementary School. Bob Sotak has involved PTAs as work groups to volunteer in the re-stocking of science kits.

Board member Petersen asked about strategies for increasing math scores. Terry discussed the process of analyzing student test scores and offering remedial pieces, support classes and WASL preparation classes (both online and face-to-face). Each student is treated as an individual. Dr. Whitehead said three years ago, the District implemented a new math curriculum and so District students are improving, but are approximately two years in the catch-up process. That is true throughout the state for 10th graders. Current 10th graders do not have the benefit of what is being offered at the lower grades. However, math scores were good at the lower grades.

Board member Petersen asked about the bilingual education issue. Terry indicated that the dual language piece is primarily for high school students. Consideration is being given to having dual language textbooks for content pieces. At the elementary grades, greater success is experienced by doing English immersion.

Instructional Technology Specialist Phil Biggs talked about meeting professional development needs in the area of technology, including traditional instructor-led classes, online courses and job-embedded training. A cadre of 18 trainers has been assembled. He shared lists of online technology workshops offered between 2004 and 2006. Also provided was a list of instructional technology workshops during the same period. Phil went on to talk about plans for the future.

Director of Information Systems Ken Toyn spoke to Strategic Action 2.2b. He described a four-member committee of senior administrators who identify, prioritize, coordinate and monitor district instructional and operational technology initiatives, systems and resources. He talked about the 2006 project list and calendar for information technology. Plans for the future include implementing a process for proposing new projects to be considered for inclusion on the project list. In addition, they plan to maintain and update a “rolling” three-year Technology Projects and Initiatives roadmap. When asked about the elementary report card, Ken said the intent is to replace the system with a newer, more relevant system.

Next, Jim McNally and Lynn Evans talked about the supervision/evaluation cycle for schools and the state-of-the-school review (SOSR) presentations. They discussed the configuration of the SOSR, successes for 2005-2006, and recommendations. They also discussed the components of School Improvement Plans (SIPs).

**STUDY SESSION—
DRAFT 2006-2007
STRATEGIC PLAN
GOALS**

The Administration provided information concerning the draft 2006-2007 Strategic Plan Goals (E:200/06). Karst Brandsma distributed a revised draft. Dr. Whitehead asked that the Board review the plan and provide feedback prior to the July 11 Board meeting. She noted that the Strategic Plan does not contain all of the work we do or need to do; rather, it contains our areas of focus. Dr. Whitehead said the Strategic Plan has become more focused and staff members have internalized it. We are becoming more strategic in how we get the work done.

Board member Madsen said she appreciated the wording on 1.3b that deleted the word “alternative.” Board member Cooper said communication around the Strategic Plan has become consistent and is referred to frequently such as at Board meetings and at the SOSRs.

At Board request, the Administration will examine and possibly revise wording in the plan concerning measurable goals around WASL achievement; increasing focus on diversity; and addressing what happens to students after they pass the WASL.

With no further comments, President Yates adjourned the regular meeting at 9:20 p.m.

Carol Whitehead, Secretary

Roy Yates, President