

RIVERVIEW SCHOOL DISTRICT NO. 407
Minutes of Board of Directors' Meeting
June 27, 2017
Duvall, WA 98019
Educational Service Center – Board Room

CALL TO ORDER AND FLAG SALUTE

Carol Van Noy, Board President, called the meeting to order at 7:00 PM, followed by the Pledge of Allegiance.

MEMBERS PRESENT

Ms. Van Noy, Ms. Fletcher, Ms. Oviatt, Mrs. Parnell, and Mr. Edwards
Student Representative: Pascal Nagata

STUDENT REPRESENTATIVE APPRECIATION

The Board, Superintendent, and Recording Secretary gave Student Representative, Pascal Nagata, gifts of appreciation for his two years of service to the Board. Each person thanked Mr. Nagata for the fantastic job he has done and his incredible leadership in this role. Mr. Nagata thanked everyone for guiding him with leadership abilities and the growth he has experienced since sophomore year until now. He went from being scared to give a presentation in front of the classroom to now talking with other school boards, the Superintendent, legislators, our own School Board, and the school district by representing his peers and all the parents in the community. He grew by having all of you there to guide him and serve as role models. All the things you do for this district have been eye opening to him. Not being in this position, he would not know half the things that he knows now on this Board and all of the work each person puts into this Board. He is so thankful for having this position. It is a great position for this school district and all the school districts around are seeing that. It is amazing to see how much we have grown together as a group and himself individually. He wanted to thank each and every one of you for that.

2017 COMMUNITY SERVICE AWARD

The Irwin Group was selected to receive this award. Christi Irwin was unable to attend tonight's meeting, so this will be postponed until the August 8, 2017, Board meeting.

COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC

Board Communications

Ms. Van Noy reported that she was in Southern Africa for the past 3-1/2 weeks, so she has nothing to report.

Mrs. Parnell said June has been very busy. One highlight was handing out diplomas at Cedarcrest High School's graduation. The other highlight was attending the Transition Achievement Celebration, which was fantastic and especially well done. This was her third year attending this event and there was an extra amount of pride at this year's event.

Board Communications (Continued)

Mrs. Parnell reported that Alex Beaver graduated from the Transitional Program and Travis Lems acted as the emcee for the event. She is really proud of this program and even though there are only two students in it now, they are mighty and doing great things. She is proud that the district has this program and that several district people attended this event that do not directly work with the students on a daily basis.

Ms. Fletcher said it has been a busy month and she will be absent for the meeting in July.

Mr. Nagata graduated from Cedarcrest High School and said it was a great ceremony with wonderful speeches. On June 23-25th, he attended workshops at the International ROV Competition in Long Beach, California, while his younger brother competed. He was able to tour Space X and Blue Robotics and network with their executives. It was a great trip and he just returned last night.

Mrs. Bechtel reported that the last day of school was yesterday and it has been a great year. We are now looking forward to the Welcome Back Ceremony on August 30th.

Mr. Edwards was privileged to hand out diplomas at the Riverview Learning Center Graduation and attended the Cedarcrest High School Graduation. He thanked Mike Ward Communications Coordinator, for posting videos from Cedarcrest's Graduation on the district's Facebook page.

Ms. Oviatt said it has been a busy month! She has attended the following:

- Cedarcrest High School (CHS) Senior Awards Ceremony on June 13th and presented Mr. Nagata with a scholarship for School Board Student Representative. She also gave the School Board Award to Mackenzie Bernatz on behalf of the Riverview PTSA.
- An Eastside Human Services Forum on the Growing Opiate and Heroin Crisis. Opiate use is now the leading killer for people under age 50, but is not as high as it was in the 1960's.
- CHS's Graduation on June 16th and said it was the most amazing graduation ceremony yet. She also attended her granddaughter's kindergarten graduation at Stillwater Elementary.
- Administrator Exit Interviews with Paul Censullo and Roni Rumsey on June 20th.
- Tolt Middle School's Moving Up Ceremony on June 22nd.
- Paul Censullo's retirement party on June 23rd.

Agenda Adjustment

Motion 17-28: To amend Consent Agenda, Item C. Personnel Actions; Item D. Service Contracts; and Item E. Donations, to reflect current changes (Ms. Van Noy and Mrs. Parnell). Motion passed unanimously.

Hearing of the Public

No one signed up or came forward to speak.

CONSENT AGENDA

A list of routine agenda items were considered in a single motion. Board members received and studied background information on all items.

CONSENT AGENDA (Continued)

Motion 17-29: To approve the June 27, 2017, Consent Agenda, as amended (Mr. Edwards and Ms. Fletcher). Motion passed with four ayes and one abstention.

Approval of the Board Work Study Minutes for May 23, 2017, and June 13, 2017.

Approval of Warrants.

General Fund Warrant No. 203549 in the amount of \$10,000.00; and No. 203554 through 203640 in the amount of \$261,870.74; and direct deposits of \$112,011.56 and \$1,238.39 for a total of \$113,249.95. Capital Projects Fund Warrant No. 203641 in the amount of \$200.00; and direct deposits of \$585.13 and \$13.87 for a total of \$599.00. ASB Fund Warrant No. 203642 through 203648 in the amount of \$3,158.61; and direct deposits of \$11,206.61 and \$155.37 for a total of \$11,361.98. Total Payroll for June 15, 2017, was \$57,011.05, which includes General Fund Warrant No. 203550 through 203553 (Employee Warrants) in the amount of \$1,304.53; and direct deposits of \$43,339.14.

Approval of Personnel Actions.

Ms. Van Noy noted the resignations from Karin Lyrr, Band Teacher at Tolt Middle School, and Ryan Lewis, Choral Teacher at Cedarcrest High School and Tolt Middle School. Mr. Edwards commented that Mr. Lewis will really be missed.

Approval of Service Contracts.

Approval of Donations.

Ms. Oviatt thanked the following for their very generous donations: Stillwater PTSA in the amount of \$14,203.19 for teacher and school gifts; Richard J. Wood in the amount of \$1,000 for eye testing equipment; Cedarcrest High School PTSA in the amount of \$1,000 for purchasing graphing calculators; USA Football for \$1,500 for football equipment; and Cedarcrest Band Boosters in the amount of \$7,007 for registrations, field show music arrangements and show designs - rituals.

Approval of the 2017-2020 Superintendent Contract.

BUSINESS

PTSA Council Update

Theresa Tenney, President of the Riverview PTSA Council, presented information to the School Board on the following:

- What is Riverview PTSA Council?
 - Seven local PTSAs within the Riverview School District service area
 - Provides services, information, support, and leadership development
 - Promotes communication and collaboration among the local PTSAs
 - Encourages projects and programs promoting children's health, safety, welfare, and education
 - Represents local PTAs to the school district
 - Builds relationships, collaboration, and communication with district administration and community partners
 - Is primarily funded by the Riverview PTSA's memberships
 - Advocates for ALL children.

PTSA Council Update (Continued)

- Council's Role: Attendance at regular Council Leadership meetings, family events, local PTA meetings, one-on-one meetings, onsite trainings, local and regional trainings, email/phone support, website, and Facebook.
- Council Sponsored Programs: Reflections Arts Program, Scholarship for Graduating Senior, School Board Appreciation, and Parent Education.
- Our Amazing Local PTSAs: Raised over \$250,000, over 75 PTA leaders, average of 80 hours per week in leadership volunteering per school, an active presence in every school in the district, and have won awards for membership, communications, and overall excellence.
- Sampling of Local PTSA-Sponsored Programs and Events: Multi-Cultural Night, Science Expo, School Barbecues, Back to School Events, Sports Concessions, Field Day, Dance Dude, Staff Appreciation, Field Trips, Movie Nights, Talent Shows, Ice Cream Socials, etc.
- Membership: People join PTSA to show support for the work done locally and the work we do collectively to help children, families and schools. We rely on our members to contribute their time, time, and treasure. Riverview PTSA Council has 1,412 members. That is 176 members over last year or 14% growth.
- Imagine...how strong our community could be if every parent/family, teacher, staff, administrator, community member, and business leader got involved in PTA!
- If PTSA Leaders Could Wave a Magic Wand: Leverage the strengths of the whole community, educate parents about PTSA itself, create a vision of unlimited potential, recruit addition volunteers/leaders, communicate that every person and every hour makes a difference, add more male involvement in schools, increase awareness of the different needs of each school, and engage all families.
- Collaboration: Council and School Board working together to increase family engagement
 - Council can attend Board Roundtable, share School Board communications with local PTSAs, continuing meetings between Council leadership and Superintendent, promote 2018 levy, and reserve time in Council general meetings for School Board, Superintendent, and invited guests.
 - School Board can invite PTSA Council to a Roundtable, loop Council in to communications for help getting the word out, promote Fall Membership Drives, and attend Council events and/or meetings.
- Communication: Awareness to Administration/Staff/Community
 - The importance, relevancy, and partnership with the local PTAs.
 - Family and community engagement is the key to student success.
 - More communication and transparency with the community will not only help with supporting students, but also in critical times of need or crisis.
- Thank You
 - Riverview PTSA Council is here to support you in your efforts.
 - Betterment of families for the benefit of children.
 - Family engagement is critical and crucial to student and school success.
 - PTSAs can serve as a vital connection between district and school administration and families.
 - Relationships are work investing in and maintaining.

Ms. Van Noy asked which school PTSA she should join. Ms. Tenney replied that Board members could just pick a school and join their PTSA. Board members can go online and become a member.

Career and Technical Education Five-Year Plan

Kari Schuh, Director of Career and Technical Education (CTE) explained that some excellent work went into this plan. Each CTE program teacher completed year-by-year details on the following:

- Curriculum
- Equipment/Facilities
- Work-Based Learning
- Advisory Committees
- Program Improvement/Student Recruitment
- Post High School/Articulation
- Student Leadership
- Professional Development

Kari Schuh reported that TSA (Technology Student Association) students competed in Orlando, Florida and consistently were top winners at this conference. There are so many ways to grow and learn through CTE programs. How can we partner more with general education science and math teachers and get their students engaged in CTE leadership opportunities?

Mr. Nagata commented that the CTE courses he took in high school had a big impact on how he picked his career.

Ms. Oviatt commented that she is glad to see maker's space as part of the plan. Mrs. Schuh said this is one of her ideas for the Board. When the Orcas Island School District upgraded their CTE facility, they were constantly looking for ways to engage students and the community in those spaces by making them as accessible and available as possible. The maker's space is not only available for students, but students can work as teacher leaders teaching community members to use laser cutters or plasma cutter to design projects. In Stanwood, students teach evening welding classes to community members. If we did decide on a culinary arts facility, potentially we could offer cooking classes to the community during the summer.

Ms. Van Noy asked about the facilities at Cedarcrest with Mr. Miyoshi's class designing projects and other welding classes creating ironwork projects. Mrs. Schuh replied that Cedarcrest has some space constraints and it would be ideal to have a CTE wing where a larger shop facility with a maker's space is available, adjacent to the engineering and media-arts students.

Dr. Smith said that is the type of model they saw when they visited other new campuses. This will have to be part of a grand plan and we will need to use experts from our community on our bond committee to help with this. He wants the Board to know if the CTE Five-Year Plan is approved tonight, the plan is flexible; and on the school side of things, the district will not be able to do everything listed on the plan due to the mathematics of number of students for number of programs.

Motion 17-30: To approve the 2017-2022 Career and Technical Education Districtwide Perkins Five-Year Plan and Summary, as presented (Ms. Oviatt and Mrs. Parnell). Motion passed unanimously.

Board members each thanked Mrs. Schuh for the excellent job she is doing with Career and Technical Education. They are looking forward to hearing more about this in future meetings.

Strategic Plan Status

Goal 2: Provide a financial process, business practices, and safe facilities to support the improvement of student learning.

Objective 2C: Manage all aspects of the district's Safety and Emergency Operations Plans.

Task: 3: Evaluate and revise the Comprehensive Safety Plans. Ruby Perez, Director of Business and Operations, reported that the updates are living documents and works-in-progress. The Comprehensive Safety Plans have been updated and will be revamped to incorporate some of the Puget Sound Educational Service District (PSES) standards.

Task 4: Revise each school's emergency disaster container's inventory and ensure that it is current. Ruby Perez reported that Liz Maurer in the Maintenance and Operations Department has been doing a great job with the inventory lists and they are up-to-date. Ms. Perez and Maria Mahowald are going through the containers to check on items that are not on the inventory list, as well as checking for items expired, and incorporating them on the inventory lists.

Task 5: Insure that training occurs for the following key Emergency Response Team roles: Incident Commander, Operations Chief, and Logistics Chief. Ruby Perez reported that Maria Mahowald has been out to all the schools to conduct training, as well as working with principals to update their materials.

Task 6: Annual implementation of the Emergency Operations Field Guide: Fill keys positions in "Organizational Chart;" identify "buddy class" pairings; and inventory individual staff emergency preparedness certifications and skills sets for each site. Ruby Perez reported that this is complete and they have purchased emergency backpacks for each Educational Service Center department. She is looking forward to next year.

Ms. Van Noy thanked Ms. Perez for her presentation.

Objective 2D: Continue to conduct reviews of the School Board's policies.

Task: 2: Commence review of the 3000 series policies. Sandy Bechtel, Executive Assistant, reported that the 3000 Series of the Riverview School Board policies focuses on Students. She has updated forms under Student Discipline and last year updated procedures on Excused and Unexcused Absences and Tardies. Because these are procedures and forms, the Board does not need to approve them. She will need to make further changes to the Student Discipline policies because of a new discipline law (4SHB 1541). WSSDA (Washington State School Directors' Association) should have an updated policy for the Board to review in the fall of 2017 and discipline letters have already been changed to show re-engagement.

Task 3: Eliminate, add, or revise policies as appropriate. Sandy Bechtel reported that over the summer, a more thorough review of the 3000 Series will be completed to make sure policies that need to be updated or revised are completed. This should be finalized by September.

Goal 3: Provide Human Resources and Communication practices to improve student learning.

Objective 3B: Begin implementation of the district's 2016-2020 Communications Plan.

Strategic Plan Status (Continued)

Task: 7: Provide end-of-year report, including metrics, on Communications Plan progress and results. Mike Ward, Communications Coordinator, provided a PowerPoint presentation on his end-of-the year report. Highlights included:

- SchoolMessenger was launched in December 2016 and 8 broadcasts were sent out with 3,380 subscribers. We currently have message prototypes programmed in, so the same message is going out to all entities (i.e., Late Start).
- Internal and external surveys were sent out and the results show 93% internal and 89% external agree or strongly agree that they are well informed about what is happening in the district.
- This year's Ambassador Program had 24 graduates of the program. This brings the total to 32 graduates from the two iterations of the program.

Objective 3C: Continue to increase community outreach.

Task: 7: Provide end-of-year communication report, with metrics, on increasing community outreach progress and results. Mike Ward, reported that he started a pilot program called the Faces of Riverview. He received 71 pictures in four days and 8,500+ people were reached in our updated posts. Social media outreach includes Twitter, Facebook, Instagram, and Facebook Live. We have 154 followers on Instagram, which is a 41% increase from last year. Twitter had 316 tweets, while Facebook had 258 posts, 2,008 likes (an 87% increase), and 12,049 impressions (38% larger reach).

Mr. Van Noy thanked Mr. Ward for his presentation and Mr. Ward thanked everyone for their support.

2017-2018 School Board Meeting Schedule

According to Policy 1115, "Regular meetings will be held at 7:00 PM on the 2nd and 4th Tuesday of each month (except July and December when there will be one meeting scheduled each month) in the District Office Board Room ...). For the past two years, the Board only met once in April, due to the first meeting in April falling during spring break. For the 2017-2018 Board meeting schedule, this is also the case and the Board can either have only one Board meeting in June or have the Board meeting during spring break. After discussion, it was decided to only have one meeting in April, which would be April 24, 2018.

Motion 17-31: To approve the 2017-2018 School Board meeting as amended, by eliminating the April 10, 2018, meeting (Ms. Oviatt and Mr. Edwards). Motion passed unanimously.

Superintendent's Report

Dr. Smith reported on the following:

- Riverview had a record number of 260 graduates in 2017; 236 were from Cedarcrest and 24 were from the CLIP and PARADE Programs at the Riverview Learning Center.
- Meetings with the Business Office from working with Cindy Sage on the VEBA group, as well as discussions on the district's insurance. The district's Benefits Advisory Committee presented their recommendations to district employees on benefit options for next year. District staff voted to drop Premera in favor of Aetna and United Healthcare, while still keeping Group Health (Kaiser) as an option.

Superintendent’s Report (Continued)

- Enjoyed all the end-of-the-year events.
- Excited about the WANIC Summer School with five of our CTE (Career and Technical Education) offerings, which is approximately 30% of all the offerings on the Eastside. He will be going class-to-class with Kari Schuh on July 5th, along with Karen Hay from WANIC and Lake Washington Tech.
- Met with Cyndee Burford, Treasurer for Riverview Schools Committee (RSC) – update on the RSC’s work and they are already interfacing with our PTSA’s and were involved as guests at the last PTSA Council meeting.
- Dr. Eric Murray and Dr. Amy Goings at Lake Washington Tech will give a presentation to the PTSA Council meeting in the fall.
- Attended a high-level math collaboration meeting for professional learning discussion with high school and middle school administration, including future Tolt Principal, Amie Karkainen, and central office administration to continue making plans to elevate our math programs and be better aligned.
- Helped work with King County during a phone conversation with Kathy Lambert to communicate the town meeting on the Tolt Bridge closure.
- Met with Kyle Thompson to gather some great ideas moving forward for the music program and he helped with the recruiting process for his replacement.
- Attended the Tolt Middle School Moving Up Ceremony – he is working with the Maintenance Department to ensure the HVAC system is working. Other than the heat, the event was fantastic.
- Just got back this afternoon from WASA/AWSP (Washington Association of School Administrators/Association of Washington School Principals) Summer Conference in Spokane.
- Because WASA has increased membership, they have added a new representative to the WASA Governing Board. He was elected into this role and will be headed to Washington DC on July 9-13 to attend the AASA (American Association of School Administrators) Governing Meetings, which includes meetings with Washington State legislators. This trip is paid for by AASA.
- The legislature is very close to a funding package, with a decision anticipated by Friday. He forwarded a synopsis of this to the Board.

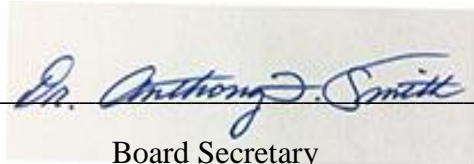
Ms. Van Noy thanked Dr. Smith for his report.

ADJOURNMENT

There being no further business, Ms. Carol Van Noy, Board President, adjourned the June 27, 2017, Board meeting at 8:46 PM.

Carol Van Noy

Board President



Dr. Anthony J. Smith

Board Secretary

MINUTES PREPARED BY

Sandy Bechtel, Recording Secretary to the Board of Directors