

RIVERVIEW SCHOOL DISTRICT NO. 407
Minutes of Board of Directors' Meeting
December 8, 2020 Duvall, WA 98019
Educational Service Center – Board Room

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Board President, Lori Oviatt called the December 8, 2020 meeting of the Riverview School Board to order in regular session in the virtual Zoom meeting room at 6:00 p.m. and completed roll call. Present along with Ms. Oviatt were Board Directors Sabrina Parnell, Carol Van Noy, Danny Edwards, Jodi Fletcher, Superintendent Dr. Anthony Smith and Student Representatives, Sierra Owens, and Crosby Ostercamp.

Ms. Oviatt read the following, “Members of the public will be accessing this meeting by phone access only, per Governors Proclamation 20-28 Open Public Meetings issued on March 24, 2020 and has been extended to January 19, 2021, restricting public participation to online or phone access, with no oral or public comment -- the public is welcome and encouraged to provide input by emailing the School Board at rsdschoolboard@rsd407.org or Stacy Cook at cooks@rsd407.org.

The pledge of allegiance was recited by student Ryann Bottemiller.

STILLWATER ELEMENTARY SCHOOL STUDENT PRESENTATION

Jack Madigan, Stillwater Elementary Principal, Mellissa Bissell, Educational Assistant, and Amy Smith, Fourth Grade Teacher, and her three Stillwater students, Evelyn Bryant, Dylan Hopkins and Ryann Bottemiller joined the meeting to present to the School Board. Mr. Madigan explained in years past they like their presentations to be about music but because of COVID-19 they have discovered some other activities that are important, which is their social/emotional learning. Stillwater has been doing this work for three years, focusing on mindfulness and more recently have discovered Yoga Calming. Melissa Bissell, Educational Assistant (EA) with the help of the Parent, Teacher, Student Association (PTSA) has been able to get trained in this area and bring it into the classroom for our students.

Ms. Bissell explained how she makes her connections with students by joining the class via Zoom. Depending on the schedule for that day, it takes 3-5 minutes or 5-20 minutes.

Ms. Bissell mentioned that Ms. Smith has been very supportive of this activity and her class enjoys doing these activities all together. It is an amazing experience and a great way to connect with students with the need of mindfulness and calm classroom routines.

Ms. Bissell led everyone in a demonstration of Yoga Calming by having everyone stand up and follow her movements and ending with some belly breathing and rainbow breathing while saying positive affirmations. She teaches the students how this is a lifelong skill, and how it helps to self-regulate our emotions and help us sleep at night. It also is a great tool to use when we are worried about something or feeling angry or frustrated.

Students, Evelyn and Ryann both shared that they feel calm and relaxed when they do it and Dylan shared that he feels calm.

Ms. Smith shared how great Ms. Bissell is at leading these lessons and how she joins their class in the mornings and makes relationships with the kids. Ms. Smith can see how Rainbow affirmations are helpful and she uses the language to help the kids when she can see they are feeling stressed and reminds them

about belly breathing. Ms. Smith explained how she uses Go Noodle before testing which is very useful in getting the wiggles out so they are able sit down calmly to complete their tests. She has even heard one of her students make a goal of talking more positively to themselves about their writing skill. This has been a great tool to use in many ways.

PROCLAMATION

Dr. Smith read the proclamation declaring January 2021 as National Mentoring Month in the Riverview School District to coincide with the Nationwide efforts during the annual National Mentoring Month. Read [Here](#).

Ms. Van Noy shared her experience with her mentoring that she has been involved with over the last four years. She feels she learns more than her mentee at times. She loves the experience and says it is so much fun. Ms. Van Noy explained that the Snoqualmie Valley Community Network (SVCN) started the Mentoring Program about four years ago. Today she was on a mentor training with twenty-five other mentors talking about all the different activities. Some people have kids in Kindergarten, and some have kids in High School. Sometimes kids are self-identified were they request a mentor for themselves and sometimes a counselor or a teacher request a mentor. They have a new program called Timeline, Response to Adverse, Childhood, Experiences (TRACE) and they are going to try to connect those kids with mentors. Their goal is to have all 17 schools in the Snoqualmie Valley area to have the Mentoring Program and to have 10-20 mentees in each school. As of now they have approximately 68 matches.

Student Representative, Sierra Owens mentioned that Mr. and Mrs. Thomas have been a big influence in her life and has been there for her as well as Mr. Ruhland.

Student Representative, Crosby Ostercamp mentioned that Mr. Hillestad and Mr. Fassler have been a big help to her, and she would consider their advice as mentoring to her. Also, her mom has been a mentor for other kids, and she has heard a lot of things she would say and do with others.

ANNUAL REORGANIZATION

Board President, Ms. Oviatt announced the normal order of business would be modified for the annual reorganization by calling for nominations and election of a President and Vice President for the ensuing year. Prior to nominations, the Board minutes from the previous meeting will be approved.

Motion 20-78: To approve the Regular School Board Minutes for November 24, 2020; and Board Work Study Minutes for November 24, 2020 and December 3, 2020 (Ms. Van Noy and Mr. Fletcher). Motion passed unanimously.

Ms. Oviatt, Board President, called for nominations for President to serve the ensuing year. Ms. Van Noy nominated Ms. Oviatt. Ms. Oviatt agreed to serve in this roll. A roll call was taken.

Jodi Fletcher	Yes
Danny Edwards	Yes
Carol Van Noy	Yes
Sabrina Parnell	Yes
Lori Oviatt	Yes

Passed Unanimously.

The Board President, Ms. Oviatt, called for nominations for Vice President to serve the ensuing year. Ms. Oviatt nominated Ms. Parnell for Vice President. A roll call vote was taken.

Jodi Fletcher	Yes
Danny Edwards	Yes
Carol Van Noy	Yes
Lori Oviatt	Yes
Sabrina Parnell	Yes

Passed Unanimously.

COMMUNICATIONS, AGENDA ADJUSTMENT, AND HEARING OF THE PUBLIC

Board Communications

Mr. Edwards was sworn into the Washington State School Directors Association (WSSDA) as the President Elect. He will also serve as the liaison on the Resolutions Committee, the Chair of the WSSDA finance committee. He mentioned that he received a call from Tim Garchow, Executive Director of WSSDA about the Washington Education Association (WEA) meeting with Governor Inslee. WSSDA and other associations feel that the Governor should be hearing from more associations than just WEA. The current WSSDA President, Rick Jansen, Executive Director, Tim Garchow, and Mr. Edwards along with other stakeholder groups will be having a meeting with the Governor on Friday morning. Prior to that, they will be having an emergency Board meeting on Thursday evening to make sure they have all the questions in order for the meeting with the Governor. Some of the topics to be considered will be; When do we go back to school? What are some of the numbers we need to hit? How can we do it safely? Mr. Edwards wants to make sure our voice is being heard.

Ms. Van Noy thanked Ms. Oviatt and Ms. Parnell for stepping up to be Board President and Board Vice President again. Congratulations to Mr. Edwards and Happy Holidays to everyone.

Ms. Parnell and the Board Directors wish to send their condolences to the family of Riverview School District 2018 graduate Sophie Theriault who passed away last Wednesday evening. Jason, Nick, and Lisa are all in our thoughts with their loss.

Ms. Fletcher continues to have the Washington Association of School Administrators (WASA) Inclusionary Practice meetings weekly.

Ms. Oviatt reported that they had a Board Work Study on December 3, 2020 and heard the latest information from Dr. Smith on the COVID-19 updates and data that he continues to track. Ms. Oviatt and Sierra were interviewed by Shreya Metha, a student from Richland who was doing a research project on Student Engagement and Student Voice for WSSDA. She has been interviewing other district School Board Directors and she loved everything Ms. Oviatt and Sierra had to tell her. Ms. Oviatt attended a Legislator 101 series meeting and one of the topics they talked about was how to engage students. Lori shared her experience with the other people attending the session. She encouraged others to sign up for the student representative page. WSSDA will be starting to track which districts have student representatives on their Board. Ms. Oviatt went on to explain that a student representative represents the entire school district, where as a student representative advisory council represent their particular areas and classes and/or things they are interested in.

Some school boards host work sessions on what it takes to be a student representative prior to the application process so it gives them some ideas and concept of what it takes to be a student representative. Ms. Oviatt remarked that maybe Riverview can do some of those workshops with our students.

Student Representative Sierra Owens thanked Ms. Parnell for addressing the loss of Sophie, she was an amazing person with a beautiful soul. Sierra announced that she has been accepted to the University of Wyoming and Montana State University. She will be continuing to pursue her path to the University of Washington. Sierra explained that her and Crosby decided not to have a report tonight and would resume in January.

Student Representative Crosby Ostercamp announced that the Associated Student Body (ASB) is having a drive through the lights display at the high school on December 12th and 13th and on December 18th and 19th. There will be light displays of the different clubs, a toy drive where you can drop off donations. Crosby will be participating on December 18th and 19th. ASB is very excited to be able to do this event.

Hearing of the Public

No one emailed anything to share with the Board.

CONSENT AGENDA

A list of routine agenda items will now be considered in a single motion. Board Members have received and studied background information on all items.

Motion 20-78: To approve the December 8, 2020, Consent Agenda, as presented. Ms. Van Noy motioned, and Sabrina seconded. Motion passed unanimously.

Approval of Warrants

General Fund Warrant No. 212446 through No. 212508 in the amount of \$172,022.73; and direct deposits of \$74,145.04. Capital Projects Fund Warrant No. 212509 through No. 212512 in the amount of \$17,321.40; and direct deposits of \$6,601.56. ASB Fund Warrant No. 212513 through No. 212514 in the amount of \$-1,215.00 (voids); and direct deposits of \$962.37. Total Payroll for November 30, 2020 was \$3,279,497.08, which includes General Fund Warrant No. 212515 through No. 212518 (Employee Warrants) in the amount of \$3,257.25; and General Fund Warrant No. 212519 through No. 212544 (Payroll Vendor Warrants) in the amount of \$1,094,901.96, and direct deposits of \$1,586,260.92.

Approval of Personnel Actions.

Approval of Service Contracts.

Ms. Oviatt commented that she is excited to see that we are partnering with National Federation of State High School Associations (NFHSA) to participate in their streaming of our online sports. We do have some funding in our current agenda to install two sports cameras, one in our gym and one in our stadium. Then when we can get our athletes back on the court or on the field, people will be able to watch from home for those who are unable to attend or live far away.

BUSINESS

F-196 YEAR END FINANCIAL REPORT

Meisha Roberson, Director of Business and Operations explained that the F-196 financial statement provided has yet to be audited. They anticipate the audit to begin during the first couple of months of the year. The Year End Report looks at the beginning fund balance, adds revenue earnings during the year and

then subtracts all expenditures incurred throughout the year leaving the remaining new 2020 fund balance as of August 31, 2020. We ended 2020 with a general fund balance of \$8,162,658 which is \$822,831 higher than August of 2019. Over 80% of the total expenditures in 2019-2020 were on salaries alone.

As for our revenues, the F-196 also shows we receive the majority of our revenue through state funding, but we do rely heavily on the funding from federal and local sources as well such as our bonds and levies in order to continue to fund much needed staffing, programs, technology and much more that the state funding does not cover.

Of our budgeted revenues 95.65% were collected and 91.34% of expenditures were depleted. The fund balance in the 2019-20 school year dropped below prior year trends in February due to a general fund transfer of \$1,500,000 to the Capital Projects Fund. The transfer was made for the purchase of land adjacent to Cedarcrest High School. The fund balance continued to grow more than expected starting in April 2020, following the school closure, due to the COVID-19 pandemic.

At the end of the 2019-20 school year our district maintained a 15.78% uncommitted general operating fund balance. Our strategic plan goal was to end with a fund balance higher than 9% uncommitted. This will help to ensure financial stabilities as we continue to see salary increases, as well as the uncertainty we will see over the coming years due to the COVID-19 Pandemic.

Mr. Edwards thanked Ms. Robertson for her report. He went on to say that Riverview School District has been very fair with staff and unions over the years but at the same time we, as a district, have protected our funds for uncertainty, other districts are not as in good of shape. The board has agreed in the past to keep our ending fund balance at 9% in the Strategic Plan and not have it in a policy.

BOARD AGENDA TOPICS

Board members reviewed upcoming Board agenda topics and made the following changes/additions:

- Canceled the Board Work Study on December 8, 2020.
- Canceled the Board Work Study on December 10, 2020.
- Healthy Youth Survey Results was taken off due to COVID-19.
- Added Board Initiatives to the January 26, 2021 Board meeting.
- NSBA Advocacy Institute has been rescheduled for June 2021.

BOARD INITIATIVES FOR 2020-21

The Board reviewed their 2020-2021 Board Initiatives document and made the following changes/additions:

- Ms. Oviatt requested to spend about 30 minutes during a Board Work Study to take a look at this document further after the Strategic Plan has been finalized so they can map it out with their goals and objectives. Dr. Smith commented that by January 10, 2021 they will have a draft product of the Strategic Plan to get input from the Board on the January 14, 2021 Board Work Study.

BOARD/SUPERINTENDENT COMMUNICATIONS PROTOCOLS

The Board reviewed their Board/Superintendent Communication Protocols document and made the following changes/additions:

- Took off the edited date in the middle of the page and moved all edit dates to the bottom of the document.

REPORTS

Enrollment Report

Dr. Smith went over the enrollment report for the month of December. He stated that from November to December enrollment is down 17.73 students. From last year, December 2019, we had 3234 student Full Time Enrollment (FTE), to our current year, December 2020 having 2913 students FTE. This is a drop of 321 student FTE. We are down between 8-10%. It is COVID-19 related and frustrating. We will be reaching out to our potential kindergarteners to let them know they can come on board halfway through the year. If they do online learning or start halfway through the year, they will be moving onto the next grade with their cohorts.

Ms. Oviatt shared some experiences and scenarios she has heard of which some students are thriving in this environment and some students are really struggling. She understands parents' frustrations and hopes that we can reopen schools sooner rather than later.

Dr. Smith mentioned that Teaching and Learning are doing a deep study on learning loss. A key for us will be to have a robust summer learning program for multiple years, which is being worked on now.

Superintendent's Report

Dr. Smith reported on the following:

- Dr. Smith continues to have meetings with our principal, superintendents' group, legislative groups, and other associations.
- Dr. Smith is trying to empower the Reopening Advisory Committee. Even though we do not know when secondary will open the committee feels strongly about sending out a survey to find out who will be coming back. In January, Dr. Smith will ask the committee, under what circumstances will they feel safe coming back and what exactly will the survey be asking. We must give the public a context in order to get good results. Even though we have this Reopening Plan on our Engage Website many people still do not understand the phases and the order of everything. We will be sending out communicating on Friday, December 11, 2020 about the phases and order of how we will be reopening. Starting with K-1 and then moving forward from there. It's important to explain to people who want to stay home, what that will look like.
- Tomorrow we will be sending two teams to two different elementary schools in Sultan School District and two teams on Friday, to two different elementary schools in the Peninsula School District. These schools are open, and we are looking to learn how they have done it.
- A number of weeks ago Governor Inslee made a statement that a moderate number range is 25-75 people of COVID-19 positive cases per 100,000 people, in order to open our school. A number of weeks ago the Governor floated out an idea of moving that number up to 200 per 100,000. Dr.

Smith thinks it needs to be moved up to 200. There are a lot of safeguards in place in the public schools. Dr. Smith has spoken with the Superintendent of the Educational Service District, John Welch who has had a conversation with state officials about this. He feels that the vaccines will start getting widely distributed and he feels a lot of hope on the horizon. Dr. Smith commented if the Board Directors and Student Representatives could do any advocacy at their level it would be very helpful.

- We will be pushing out a Survey in January. We have received a great response from students on our Learning Management System (LMS). We will be starting a Learning Management Committee starting in January.
- In our work on the Strategic Plan we are working with Center for Educational Effectiveness (CEE) who are helping us with data conceptualization. We need to be more tied to metrics with our Strategic Plan. We need to know where we are headed with metrics and numbers. The Superintendent needs to be held accountable by the School Board and Department Directors need to be held accountable by the Superintendent with making yearly progress. It will help us get to a whole new level in our school district. It will also help us in our efforts in our Inclusion, Equity, and Access efforts as well.
- A long-term goal is to get the Discipline, Attendance, and Equity policies work completed and approved by June.

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

ADJOURNMENT

There being no further business, Ms. Van Noy, Board President, adjourned the December 10, 2019, Board meeting at 7:59 PM.

Board President

Board Secretary

MINUTES PREPARED BY

Stacy Cook, Recording Secretary to the Board of Directors