

RIVERVIEW SCHOOL DISTRICT NO. 407
Duvall, WA 98019
Minutes of Board of Directors' Meeting
June 25, 2013
Educational Service Center – Board Room

CALL TO ORDER

Ms. Oviatt, Board President, called the meeting to order at 7:00 PM, followed by the Pledge of Allegiance.

MEMBERS PRESENT

Ms. Oviatt, Mr. Bawden, Mrs. Van Noy, Mr. Edwards, Ms. Fletcher

2013 Community Service Award Presentation

Ms. Oviatt announced each year the Riverview Board of Directors presents a Community Service Award to a business group in recognition of service benefiting our students and district. This year's award was presented to Bridge of Promise, accepted by Sally Coomer, President, along with many student volunteers. Bridge of Promise is a local non-profit organization supported by Special Care Agency and founded to enrich the lives of children, teens and adults with disabilities. They offer community-based programs, camps and respite support to families. The need is great for more summer and after-school activities, as well as year-round programs for young adults transitioning from high school. Over the past five years, more than 500 students have volunteered with Bridge of Promise, helping with their Summer Fun Fair, clothing drive, and fundraising opportunities. If you walk the halls of Cedarcrest, you can be guaranteed to see at least one t-shirt from a Bridge of Promise event.

Ms. Coomer expressed appreciation for the Board's recognition of Bridge of Promise and thanked all the volunteers and helpers that make Bridge of Promise successful.

RECESS

Ms. Oviatt recessed the Board Meeting at 7:10 PM for a 10-minute break and refreshments, and called the meeting back to order at 7:20 PM.

COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC

Mr. Edwards noted June has been a demanding and rewarding month, with RLC and CHS graduations, TMS Moving Up, TMS NHS Induction Ceremony, to mention a few. He also chaired the WSSDA Legislative Committee in Olympia, and this morning was on the interview committee for the new student representative to the Board. He very much enjoyed emceeding Conrad's roast.

Mr. Bawden said he attended the monthly Board Leadership meeting on Friday, as well as all the events mentioned by Mr. Edwards.

Mrs. Van Noy said ditto to the above, and attended the WSSDA Board meeting last Friday and Saturday.

COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC, Cont.

Agenda Adjustment

Motion 13-39: To amend the Consent Agenda, Item C. Personnel Actions, to reflect current changes, and to add one item to BUSINESS, Item E. Appointment of Student Representative. (Edwards and Bawden) Unanimous.

CONSENT AGENDA

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

Motion 13-40: To approve the June 25, 2013, Consent Agenda, as amended. (Oviatt and Van Noy) Unanimous.

Approval of Regular School Board Meeting Minutes for June 11, 2013

Approval of Warrants

General Fund Warrant No. 189423 through 189426 in the amount of \$20,288.51, No. 189437 through 189546 in the amount of \$165,962.99, and direct deposits of \$27,956.22; Capital Projects Fund Warrant No. 189427 in the amount of \$162.32, No. 189547 through 189557 in the amount of \$166,572.31, and direct deposits of \$260.75; ASB Fund Warrant No. 189558 through 189578 in the amount of \$26,068.78, and direct deposits of \$102.41; and Private Purpose Trust Fund Warrant No. 189579 through 189582 in the amount of \$1,415.70, and direct deposits of \$537.21. Total payroll for June 14, 2013, was \$45,083.65, which includes General Fund Warrant No. 189428 through 189429 in the amount of \$564.06, and direct deposits of \$34,828.30.

Approval of Personnel Actions, as amended

The Board acknowledged the resignation of Joan Zoet, TMS Counselor, who has been at Riverview since 1991.

Approval of Service Contracts

Approval of Budget Status Report

Approval of Donations

The Board acknowledged the donation from Carnation PTSA towards a kiln purchase.

Approval of 2013-14 School Board Meeting Schedule

Approval of Textbook Surplus

Approval of Purchase of Two 78-Passenger Buses

Approval of ESC Equipment Surplus

BUSINESS

Preliminary 2013-14 General Fund Budget

Mr. Adamo reported we don't have a preliminary general fund budget as of yet since the state legislature is still in session. Proposed enrollment is 3,142 FTE, plus an additional 49.33 Running Start FTE. Assuming we adopt a balanced budget, the Ending Fund Balance is projected to be 5.47%.

2011-2012 State Audit Results

Mr. Adamo noted two board members attended the Audit Exit Conference on June 17th, and everyone was pleased with the audit results. A major effort by Erickson McGovern on defending our construction change orders was successful. Mrs. Van Noy said she was impressed with the audit process and praised the district for excellent audits over the last 12 years. She asked if the district could do an audit every other year as offered by the auditor. Mr. Adamo explained that doing audits every year is much easier for finding information and remembering what took place.

Strategic Plan Status

Goal 1: Increase the academic achievement of all students.

Objective 1C: Implement K-12 Academically Talented/Honors program review recommendations.

Task 1: Provide three-year implementation schedule based on recommendations from program review. Dr. Smith explained he will be doing work on distilling the committee report down and will forward the Academically Talented/Honors plan to the Board.

Objective 1D: Refine current interventions for all students to support student learning.

Task 4: All principals will complete a written report on progress of AIMSweb implementation that includes student growth data. Dr. Smith reported he is waiting to receive one more principal's report. These will be part of the School Improvement Plans that the Board will discuss in work studies in January; however, he will forward one of the reports to the Board to see what they look like.

Objective 1E: Improve on the partnership between technology and teaching through technology integration.

Task 2: Report secondary ActivBoard and presentation station increase in usage district-wide. Mr. Censullo reported this year ActivBoards were installed in every classroom at Tolt and Cedarcrest schools, thus completing a 2-year project to place ActivBoards in all classrooms throughout the district. As part of the secondary ActivBoard roll-out, the Tech Integration Specialists, Karen Hough and Karen Mayfield, trained teachers in their classrooms, during their prep periods and with after school classes. In addition, there were 8 after school "ActivBoard Cadres" for high school and middle school teachers and 5 after school "ActivCoaching" sessions organized by departments. Teachers in general reported that the ActivBoards allow students and teachers to more fully engage each other in the delivery of instruction.

Strategic Plan Status, Cont.

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

Objective 3B: Continue to implement the district's 5-year Communication Plan.

Task 6: Provide Communications Plan update on third-year progress. Michael Ward, Communications Coordinator, reviewed the Communication Plan goals. An increase to a half-time communications coordinator occurred in October 2012 when Michael Ward was hired. We implemented our social media outlet, and completed a survey of internal and external stakeholders to gauge our effectiveness in communications. An e-newsletter is being implemented on a monthly basis to aggregate and collate articles published in a line-oriented Constant Contact email. A quarterly e-newsletter with updates from the ESC will be sent out beginning this summer with a Year-in-Review theme. Through the external survey, the community is first and foremost the focus on our external communications messaging. Publication costs have been reduced substantially with a shift in communications to an e-format. Paul has been working on an Intranet system; and with regard to the Sandy Hook tragedy and a recent Duvall police incident near CHS, our emergency communications have been pushed through email, phone messaging, and our Facebook page. Our school profiles and websites are branded and look consistent with one another. Our e-newsletters will have a similar branding and appearance. Overall, the school-specific newsletters and the work of the district communications program contribute to a well-balanced outreach, which was echoed in our recent school survey results.

Task 7: Present end-of-year report including metrics on communication program results.

Mr. Ward reported since September 2012, 51 articles are currently on the RSD website, with 6 featured on the front page and 45 in news archives. All district calendar updates immediately post to Facebook when made by the Superintendent's office. Approximately 15 posts regarding RSD-related community events have been featured and shared through RSD Facebook, which launched on December 17, 2012. Articles have been shared by the Communications Coordinator through two Duvall community pages and one Carnation page. Presently our articles online receive the potential of 4,806 impressions each time an article is posted. Facebook metrics: 380 likes comprise a potential Friends of Fans outreach of 76,635 Facebook uses; 80.3% of Facebook likes are female; 34.2% of all likes are age 35-44; 23.9% are age 45-55; and 10.5% are age 25-34; 211 list Duvall as their home; 69 list Carnation as their home; and in recent article analytics, 1,027 saw the article on Kristi Connelly receiving the Golden Acorn Award; and 841 saw the linked article where Kailyn Campbell was competing for Herald.net Girls Athlete of the Year.

In going forward, Mr. Ward noted:

- A new Communications Plan will be created for 2013-2015 this summer.
- A schedule of employee feature articles will be implemented, with articles posted twice per month.
- A calendar of annual events by month has been created to allow more consistent access to school events.
- Karen Mayfield has taken hundreds of pictures to build up our District photo bank for the website and future communications use.

Strategic Plan Status, Cont.

Dr. Smith added Leanne Albrecht, Northshore School District, did our Communications Audit in 2010, and we hope to do that process again after next year. Mike will be reporting to the superintendent in monthly meetings. We appreciate his excellent work since taking over the position.

Objective 3C: Develop and implement a parent and community relations program.

Task 4: Schedule phase-in revision process for remaining five school websites (including RLC and ERMA) to reflect “new look and feel” by end of 2013-2014 (Phase II of website plan). Mr. Censullo showed the Board the new websites for Cherry Valley, Stillwater and Carnation, noting ERMA and RLC will be ready by fall. The upgrade to the Tolt site will start in October and hope to be completed by early December; and the upgrade to the CHS site will begin in November and completed by January or early February.

2010-2015 Revised Strategic Plan Adoption

The Board has reviewed the revisions to the 5-year Strategic Plan. One additional goal was added: Goal 4: Complete and facilitate a successful Superintendent entry plan.

Motion 13-41: To adopt the Revised 2010-2015 Revised Strategic Plan. (Oviatt and Edwards) Unanimous.

Appointment of Student Representative

Interviews were held this morning at Cedarcrest High School by Mr. Robertson, Mr. Edwards, Ms. Fletcher, Mr. Knoth, Mr. Lavarias, and Mr. LaBate.

Motion 13-42: To appoint Amanda Korn, as Student Representative to the Board of Directors for two years. (Edwards and Fletcher) Unanimous.

REPORTS

Legislative Report

Mr. Edwards noted nothing has been going on with the legislature. Yesterday, the Governor reported a breakthrough that he expected to produce final agreements within hours. Today, The Olympian newspaper, said the legislature adjourned at 5:30 PM, still in a holding pattern. After negotiators agree to a new spending plan, it may take a couple more days to go through the process of passing the budget through the legislature. Sunday’s deadline will bring state government shutdown, if no budget is reached.

Superintendent Report

1. This has been an outstanding school year by any measure – academic success on test scores, over 220 seniors graduating from CHS, PARADE & CLIP, \$3.6 million in college scholarships, outstanding success at the national level in science and career and technical education competitions, opening of the Educational Service Center, retention of quality staff, board representation on WSSDA Board, national recognition for CHS Random Acts of Kindness Club, national recognition for Cedarcrest High School Advanced Placement successes, etc.

Superintendent Report, Cont.

2. Besides the weekly District Maintenance Building Construction and superintendent mentoring meetings, I have attended the following meetings since the last board meeting: 8th Grade Moving Up Ceremony, PARADE/CLIP Graduation, Cedarcrest High School Graduation, TMS National Junior Honor Society Induction and Board Leadership meeting.

3. Thank you to the School Board for attending the following school district events during the past month:
 - Senior Awards
 - Senior Projects
 - Rube Goldberg Science Event
 - Rise & Shine Breakfast
 - CLIP/PARADE Graduation
 - CHS Graduation
 - 8th Grade Moving up Ceremony
 - Staff Retirement Open House
 - Board Meetings
 - Strategic Plan Work Study
 - Board Leadership Meeting
 - TMS National Junior Honor Society Induction
 - Superintendent Retirement Open House
 - Student Representative Interviews

4. Thank you to the School Board, the Superintendent Retirement Dinner Planning Committee members, Riverview District Administrators and Educational Service Center Staff for the various retirement recognitions. I greatly appreciate what everyone did.

5. Thank you to the Riverview School District for permitting me to serve as the superintendent of schools for the past twelve years. I wish you only the best!

Ms. Oviatt, on behalf of the Board, presented Mr. Robertson with several gifts and a big thank you for all he has done over the last 12 years for Riverview School District.

ADJOURNMENT

There being no further business, Ms. Oviatt adjourned the June 25, 2013, Board Meeting at 8:40 PM.

Board President

Board Secretary

MINUTES PREPARED BY

Cheryl B. Layman, Recording Secretary to the Board of Directors.