

RIVERVIEW SCHOOL DISTRICT NO. 407
Duvall, WA 98019
Minutes of Board of Directors' Meeting
May 28, 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
Student Representatives: Mr. Knoth

MEMBERS ABSENT

Student Representative: Ms. Leslie

PUBLIC HEARING

2013 Six-Year Capital Facilities Plan

The Board asked if anyone wished to speak to the Capital Facilities Plan and no one did.

COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC

Ms. Oviatt noted Mr. Robertson was excused as he was out of town and Dr. Anthony Smith, Assistant Superintendent, would be acting board secretary. The Board held a Work Study prior to tonight's meeting to discuss what each member learned at the National School Board Association Conference. This conference is one of two attended each year for professional development. Ms. Oviatt mentioned she chose sessions on communications, technology, and social media.

Mr. Bawden noted the end-of-the-year activities were coming up, and reminded the Board that Senior Awards Night is June 4th, and the board will be presenting two scholarships. He mentioned he attended sessions at the conference on work of the board and superintendent transition.

Ms. Fletcher said she attended the Healthy Youth Forum, and noted she would not be participating in the Senior Project panels on June 7th.

Mrs. Van Noy said she attended, through United Way, an OSPI workshop on the Open Doors 1418 Reengagement policy as an option to meet the needs of out of school youth. She wished Ms. Oviatt a belated happy birthday. She also noted that she focused her conference sessions on social justice areas, and particularly enjoyed one from a Kentucky school district that spoke to three core values: No holding back; No dropouts; No one fails.

COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC, Cont.

Mr. Edwards focused his NSBA learning track on legislative issues, policy and social media, dealing with the challenges of cyber bullying.

Ms. Oviatt listed some upcoming dates for the school board:

May 31	ERMA BookNic
June 3	Work Study on Strategic Plan
June 4	Rise & Shine Breakfast Senior Awards Night
June 5	Rube Goldberg exhibit
June 7	Board Breakfast Work Study Senior Projects

Student Representative Report

Mr. Knoth reported on items from Cedarcrest High School.

- The new ASB officers for next year's executive and class officers were elected. ASB also had their last assembly which featured the Boys vs. Girls Competition and concluded Prom Spirit Week. Currently, the new executives are working on dates and venues for next year's Homecoming Dance.
- DECA students just returned from international competition. We had some exceptional students, with Sutton Clancy placing in the top 20 for accounting, and a joint effort from Zach Mabe and Kelsey Carrol placing in the top 10 for business management. Officers were recently selected and Ashley Graves will once again be president.
- FBLA is sending four students to Nationals this year. Sophomore, Camille Oppedal is competing in Intro to Business Communications. The other CHS students, Kholy Xiong, Mariah Charnley, and Nikki Cha, are competing in open competitions and attending workshops and forums.
- Seventeen FFA members attended state, and every single group placed within the top 12, which is very challenging. The plant sale was also very successful this year; the entire greenhouse was sold out. New officers will be selected soon.
- FIRST robotics selected new officers. The team is currently wrapping up the Bats for Bots fundraiser and is working on hosting a booth for Duvall Days. Also, they are in search of a new storage location.
- GSA also selected new officers. The club will be lead by Jaclyn Ward, Jordan Ray, and Christine Webb. Their second to last meeting is coming up this Thursday.
- NHS community hours are due at the end of this month (30 hours minimum). They also have an initiation ceremony for this year's sophomores to welcome them to the organization. This takes place on June 8th, and is followed by a BBQ for all members. New officer applications are also being reviewed for next year.
- Ten TSA students are headed to nationals in Orlando, Florida, from June 27th- July 3rd. The students will be competing in On-Demand Video, photography, and fashion design.
- RAK just held their final Ixtapa lunch and volunteered at Miracle League Baseball. This is a program that partners volunteers with physically or otherwise disabled participants and assists them in a game of baseball. The new RAK officers have also been elected.
- VSMA competed at State Championships this year and had each student place in the top one-third of students. Also, sophomore Briana Weeks placed 19th of 400 in CPR.

Student Representative Report, Cont.

- Three boys from the CHS Track team made it to State Championships in Tacoma on May 18. Luke Driscoll made it to finals in both the 200m and 400m and placed third in the 400m, breaking a school record, and sixth in the 200m. Logan Orndorf also competed in the 3200m and placed 8th. The final CHS competitor was Quinn Radbourne who raced in the 800m and placed 8th as well.
- Baseball ended their season in second place in conference with a conference record of 13-5.
- CHS Boys Soccer had a great season ending as co-conference champs with a record of 13-1.
- Softball had an extremely successful season ending two games into districts as co-conference champions. Many players were honored for the hard work and ability including Taylor Turner (Defensive Player of the Year), Kailyn Campbell and Jerrica Kjorsvik (1st team), Karly Gidlof and Allie McCain (2nd team), and Stephanie Hall and LuAnne Townley (Honorable Mention).

CONSENT AGENDA

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

Motion 13-33: To approve the May 28, 2013, Consent Agenda. (Bawden and Edwards)
Unanimous.

Approval of Regular School Board Meeting Minutes for May 14, 2013

Approval of Warrants

General Fund Warrant No. 189026 through 189162 in the amount of \$230,643.16, and direct deposits of \$24,343.51; Capital Projects Fund Warrant No. 189163 through 189168 in the amount of \$43,117.04, and direct deposits of \$15.21; ASB Fund Warrant No. 189169 through 189192 in the amount of \$18,070.97, and direct deposits of \$1,577.05; and Private Purpose Trust Fund Warrant No. 189193 through 189195 in the amount of \$1,335.07, and direct deposits of \$405.00. Total payroll for May 15, 2013, was \$32,141.42, which includes General Fund Warrant No. 189025 in the amount of \$392.24, and direct deposits of \$25,126.09.

Approval of Personnel Actions

Approval of Service Contracts

Approval of Budget Status Report

Approval of Out-of-State Travel for Donna Bielstein to FBLA National Leadership Conference in Anaheim, CA, from June 25-July 1, 2013

Approval of Out-of-State Travel for Jason Frederick to National Conference on School Discipline in Las Vegas, NV, from June 29-July 3, 2013

Approval of 2013-14 Student Fees

BUSINESS

K-12 Social Studies Adoption

After three years of work, the Social Studies Adoption Committee is recommending a list of textbooks for adoption. Ellie Materi chaired the K-5 committee and Mike Ruhland chaired the 6-12 committee. The Committee chairs were complimented for their excellent leadership. Dr. Smith introduced elementary teachers, Shelley Heinson, Ellie Materi, and Roxanne Luchini, who were involved in the K-5 social studies selection process. TCI curriculum was chosen as it was very interactive and integrated reading and writing. TCI also has teacher online books. Storypath has been used as supplemental material but was also chosen to be adopted as curriculum. K-5 teachers met two weeks ago to go through the materials and in October, TCI will come out to do primary and intermediary training. The middle school will also use TCI curriculum.

Dr. Smith reported on 6-12 grade curricular changes. Washington State History has been moved from 9th grade credit to 8th grade as a graduation requirement. This presented some challenges for transfer students into high school or those failing the course in middle school. Washington State History is being offered in the summer and they are looking at options where transfer students from other states could take the course during the school year. The Board followed up with questions.

Motion 13-34: To adopt the K-12 Social Studies Textbooks, as presented. (Edwards and Oviatt) Unanimous.

2013 Six-Year Capital Facilities Plan Adoption

The Six-Year Capital Facilities Plan generates impact fees from Duvall, Carnation and King County, through a formula projecting enrollment and facility capacity in our district. Mr. Adamo explained that this year's plan is much different than the last few years as we now have impact fees of \$4,886 for single dwellings and \$2,153 for multi-family dwellings. The Board followed up with questions.

Motion 13-35: To adopt the 2013 Six-Year Capital Facilities Plan, as presented. (Van Noy and Oviatt) Unanimous.

Strategic Plan Status

Goal 1: Increase the academic achievement of all students

Objective 1A: Continue implementation of Student Learning Protocols and Learning Targets district-wide.

Task 3: Evaluate Student Learning Protocol progress with principals at May 2013 Ad Council seminar. Dr. Smith reported this occurred today, with Heather Knight from Leadership Innovations Team. Today's work was taking a look at eVAL, an online system for observations of staff. They watched a video of a 2nd grade elementary teacher and observed for specific criteria and rated the teacher. This program is a huge effort and we hope to get some teachers to volunteer to allow principals to observe on a practice basis.

Strategic Plan Status, Cont.

Objective 1B: Improve K-12 district-wide assessment score averages in reading, writing, math, and science by spring of 2013.

Task 4: Continue K-12 Measure of Academic Progress (MAP) and evaluate adding a K-1 district-wide mathematics assessment. Dr. Smith reported K-1 testing didn't line up very well with the MAP testing. It was discussed to use 2nd grade math testing at the end of 1st grade for data and placement, as a possibility for the future.

Task 5: Provide K-12 math professional development plan. Dr. Smith noted this is tied to the Common Core State Standards plan. We are contracting with Nancy Skerritt for the Language Arts side and have other leads with the ESD to work on retaining ongoing professional developments on the Math side.

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

Task 2: Report on student outcome and indicator progress. Dr. Smith said this would be revisited at the Welcome Back in August. It is being used informally throughout the district but still needs training time.

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. Dr. Smith extended this task deadline to June 15.

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

Objective 2C: Monitor and exercise the Comprehensive Safety Plan.

Task 2: Continue to ensure that each school's emergency disaster container's inventory is current. Mr. Adamo confirmed that the container inventory is up to date.

Objective 2D: Implement an annual district policy review process.

Task 2: Develop list of polices in the 4000 and 5000 series documentation to be revised and/or eliminated.

Task 3: Present written list of 4000 and 5000 policies to the School Board for review.

Mrs. Layman reported that Series 4000 of our policies has been revised and presented to the board. The Series 5000 (Personnel) policy review will be postponed until next year due to conflicts with the HR Director's schedule and her involvement in negotiations.

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

Objective 3A: Continue to implement a five-year Human Resources (HR) plan.

Task 4: Report on five-year HR plan and make recommendation for completing an external evaluation process to create future HR plan. Janet Gavigan, HR Director, introduced Sherrie Evans, Consultant with Human Resources Management Plus, who has reviewed our HR program three times, each five years. Ms. Evans noted that HR functions are critical for district success, and prior reviews of Riverview have shown a strong upward growth. She listed some of the HR accomplishments over the last five-year period:

- Added a .25 HR Director
- Separation of confidential data in employees files, as required by law

Strategic Plan Status, Cont.

- Implementation of an Online Application System
- Written documentation for processes
- Expansion of the HR Handbook
- Review of certificated records for S-275 compliance
- Continued training in key legal areas
- Absorbing the district volunteer enrollment
- Improvements to applicant screening tools
- Risk Management organization resulted in significant cost savings

Some of her recommendations for the next HR 5-year plan include:

- Increase HR Director and staffing over time
- Provide mentorship/training for new HR Director
- Continue training for HR Coordinator & Program Assistant
- Update recruitment plan, screening tools, job descriptions
- Increase information on district web site
- Develop process for destruction of records per state regulations
- Meet new demands from the state for reporting and tracking certification, highly qualified and licensing information. Continue to explore the use of technology to enhance work efficiencies (screening tools, interview tools, processing clock hours, etc.)

Ms. Evans concluded with a summary of three major goals: Continual review of practices to ensure compliance with regulations and congruence with best practice approaches; focus on hiring procedures; and provide staffing and support to maintain high quality HR operations.

Ms. Gavigan noted Sherrie Evans provided a very extensive HR report which will be used to develop the next 5-year HR plan. The Board asked for a copy of the HR Review.

Community Service Award Nomination

The Community Service Award is given to a business group by the Riverview School Board in recognition of service benefiting our students and district. The Board discussed four different groups, all deserving organizations.

Motion 13-36: To select Bridge of Promise for the 2013 Community Service Award. (Oviatt and Bawden) Motion passed 3-2 in favor.

REPORTS

Legislative Report

Mr. Edwards noted the legislature is in the 3rd week of their special session and nothing has happened yet. Of the Bills enacted into law, WSSDA lobbyists have been doing a very good job of amending some of them.

E2SSB 5329 – transforming persistently failing schools. This is basically Phase II of the school accountability system that was adopted in 2010. The law creates a single system of accountability for Title I, Title I-eligible, and non-Title schools in the state and answers the question of what happens to a school after three years of focused assistance and funding.

Legislative Report, Cont.

ESHB 1412 – relating to community service as a graduation requirement. This new law does not make community service a graduation requirement. Instead, by September 1, 2013, school districts are required to adopt a policy that is supportive of community service and provides an incentive, such as recognition or credit, for students who participate in community service.

SHB 1556 – relating to initiatives in high schools to save lives in the event of cardiac arrest. Starting in 2013-14 school year, high schools are required to integrate instruction in CPR and the use of automated external defibrillators (AED) into a health course that is required for graduation. The instruction does not have to be provided by a certificated teacher, and certificated teachers are not required to be certified CPR trainers. Students do not have to earn certification in CPR. In addition, school districts are required to develop a “medical emergency and automated external defibrillator program” for high schools. OSPI will be developing guidance for implementing the program, and guidelines to help school districts seek grants or donations of AEDs to implement this new unfunded mandate.

2SHB 1642 – establishing policies to support academic acceleration for high school students. School boards are encouraged to adopt a policy to automatically enroll a student who passes the reading and writing and/or both math state assessments in the next level of advanced courses offered at the high school. The law is permissive, but districts that are interested in applying to the Academic Acceleration Grant Program to be developed by OSPI are required to adopt a policy of automatic enrollment.

In an email from Senator Andy Hill, he states he has been meeting with his colleagues in the House and the governor’s office to reach consensus on an operating budget. “Our goal with the state budget is to prioritize education in order to improve student achievement, protect our fragile economic recovery by living within our means, and ensure the programs Washington state residents depend on and are most effective remain available.”

Superintendent Report

Mr. Robertson submitted his report in writing.

- Since our last board meeting, I have had the opportunity to attend the following meetings: the monthly Puget Sound Educational Service District superintendent meeting, the monthly of REA/Superintendent meeting, a WASA Metro meeting, quarterly district office staff meeting, weekly mentoring sessions with Dr. Anthony Smith, Healthy Youth Forum at TMS and our monthly Board Leadership meeting. Dr. Smith and I also met with Terry Pottmeyer and Paula Frederick from Friends of Youth regarding services that they provide for our students and staff and a future opportunity to have a “Safe Place” for students in need.
- We are now in the third week of Phase 2 of the Maintenance/Grounds/Concession/Restroom Facility project. The old Tolt Middle School Concession/Restroom/Storage was demolished last week with earth work being the focus currently. John Mark, Bill Adamo and I will attend the weekly construction meeting as we have with all previous projects.
- On May 15th Bill Adamo, Dr. Anthony Smith and I met with Duvall City Council member, Gary Gill, on our Six Year Capital Facilities Plan for 2013-2019. Mr. Gill is the liaison for the Duvall City Council on this item. We appreciated the questions that he asked us and how quickly he understood our plan.

Superintendent Report, Cont.

- I would like to thank Jodi Fletcher for representing the school board at the Healthy Youth Forum at Tolt Middle School on May 20th. I also want to recognize Tolt Middle School Counselors, Joan Zoet and Robert Richert, and Laura Smith, the Executive Director for the Snoqualmie Valley Community Network, for organizing the event. The event was attended by students from Tolt Middle School and Cedarcrest High School, parents, teachers, counselors, Duvall City Council member and district and building administrators.

ADJOURNMENT

There being no further business, Ms. Oviatt adjourned the May 28, 2013, Board Meeting at 9:08 PM.

Board President

Board Secretary

MINUTES PREPARED BY

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