

RIVERVIEW SCHOOL DISTRICT NO. 407
Duvall, WA 98019
Minutes of Board of Directors' Meeting
November 26, 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, led by PARADE students.

MEMBERS PRESENT

Ms. Oviatt, Mr. Bawden, Mrs. Van Noy, Mr. Edwards, Ms. Fletcher
Student Representatives: Jake Knoth, Amanda Korn

RIVERVIEW LEARNING CENTER STUDENT PRESENTATION

Janet Gavigan, Principal, introduced Kait Teachout, PARADE 1st-4th grade teacher, who brought students from her Mad Scientists' class to lead the Board through a demo experiment. Miles Wilson, Makenzie Wilson, Katharine Townley, and Taryn Tapert, shared The Scientific Method process that starts with a question, then a prediction, a materials list, data collection, conclusion, and then a new question. They demonstrated liquids and gases, mixing together dish soap, yeast, warm water, and hydrogen peroxide, producing a very large foam volcano. The Board thanked all of the students, parents, and staff.

COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC

Ms. Oviatt mentioned the Board attended the Washington State School Directors' Association (WSSDA) Annual conference in Bellevue over the weekend. She acknowledged Mrs. Van Noy's position on the WSSDA Board for District Area 2, and Phil Gore, former Riverview director, who is currently Acting Executive Director of WSSDA.

Ms. Oviatt stressed a few upcoming dates:

- December 3, Board Work Study on Superintendent Evaluation Process
- December 6, Board Breakfast Work Study, bring blog topics for discussion
- December 7, Duvall Centennial at 6:30 PM, at the Riverview Educational Service Center
- December 9, Retirement Open House for Doug Eglington, 25 years as Lake Washington Board director
- December 13, Kelly Owen's retirement open house at Carnation Elementary from 4-6 PM; and the school administrators' holiday gathering at 6:00 PM at Mr. Adamo's home
- January 24 – Senior Project Panels – please fill out form if you plan on attending

Mr. Bawden thanked Danny Edwards for attending the Friends of Youth Breakfast fundraiser last week with him. Mr. Bawden said this was the 11th WSSDA conference he has attended and it was the best one, with a depth and breadth of learning opportunities.

COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC, Cont.

Mrs. Van Noy also noted it was a great conference, especially the presenters: Dr. Robert Brooks, on the faculty of Harvard Medical School, who spoke on “The Power of Mindsets: Creating a Positive School Climate;” Dr. Ronald Ferguson, Senior Lecturer in Education and Public Policy at Harvard Graduate School of Education, who spoke on “Pathways to Prosperity Project;” Jon Kitna, former NFL quarterback and current math teacher, who inspires students at Lincoln High School in Tacoma to excel in academics and athletics; and Jeff Charbonneau, Zillah High School teacher, and 2013 National Teacher of the Year, who is instrumental in creating a series of demanding STEM offerings in a small, rural high school, fostering self-confidence, academic success, collaboration and dedication in his classroom, school, and greater community.

Mr. Edwards also expressed his enthusiasm for a great conference, noting that Jon Kitna spoke on Sunday with more people staying on the last day than ever before. The student representatives were amazing, and represented our community well.

Ms. Fletcher said she was sorry she missed the conference as she was out of the country.

Mr. Knoth thanked the board for the opportunity to attend the conference and learn some of the same things as the Board. He spoke at the high school football banquet and expressed what Jon Kitna had talked about at the conference.

Ms. Korn said as junior representative she had a great experience at her first conference and feels more prepared in her position.

Agenda Adjustments

Motion 13-72: To amend the November 26, 2013 Agenda by adding one item under Business, Item G. Maintenance/Concession Building Change Order No. 002. (Edwards and Bawden) Unanimous.

Student Representative Report

Mr. Knoth and Ms. Korn reported as follows:

- ASB officers are attending interscholastic conferences and working on Wolf Paw wishes. There have also been more Red (CHS mascot) sightings.
- DECA members are picking their categories for their competition in January.
- With a freshly painted coffee cart, FBLA has initiated the return of \$2 Tuesdays to boost sales to an even higher level, as well as working the parent-teacher conferences. FBLA is in the process of signing up and preparing for competition categories.
- At the conclusion of FFA’s cornucopia sale, 65 were sold. Up next is the wreath sale, with members planning to attend as many community festivals and events as possible in order to maximize sales.
- The FIRST Robotics FTC teams had their first competition ever on Sunday, with the teams ranking 3rd and 4th out of 18 teams. It is now back to work for the next competition in December. The annual Stealth Robotics fundraiser is December 7th at Pepper Bridge Winery’s tasting room in Woodinville, which will benefit the local FIRST robotics teams.
- With a new website slated to launch in December, the GSA is working on the details, making sure all information is clear and accurate. In addition, a new meeting model has been proposed, with a single topic of discussion being the highlight of each meeting. This should be a great way to work on speaking and even debate skills.

Student Representative Report, Cont.

- NHS starts Football on December 9th through the 13th. There will be a donation box at the district office, as well as all of the schools in our district. The annual Elf Workshop on December 6th, is held at Stillwater Elementary. Volunteers dress up and help kids make presents for their parents. NHS is starting a tutoring program at Cherry Valley. Tutors commit to being there every other Wednesday. NHS members who volunteer to be part of the Early Childhood Education Program watch and play with kids while their parents attend meetings. They are asking for students with a Spanish-speaking background because they want all the kids to be capable of talking to the high school volunteers.
- TSA students recently attended a Leadership Summit held at Microsoft, and are now working on photography and other projects that are loosely associated with their competitions later in the year. The organization of TSA in Washington State recently acquired a formerly self-standing competition called TEAMS that could no longer afford to operate due to the recession. With this being a new competition, our TSA team will be one of the first in the state to participate.
- RAK coat drive was very successful, with 15 of the 230 coats already claimed. The personal products drive was also very successful, and Mrs. Kelly's class was the highest producer of all the second periods. New shirts are currently in production for road clean ups, and there is another Ixtapa Lunch coming up.
- Winter Sports have just previously started. Teams have been picked and they are preparing for this upcoming season.
- Music Department: The November 9th competition went very well for the band, with a score increase of about 50% over the month prior. The toy drive is up next, with information being released early next week. The Winter Band concert is coming up on December 11th with the choir concert following the day after, on the 12th.

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 13-73: To approve the November 26, 2013, Consent Agenda. (Van Noy and Edwards) Unanimous.

Approval of Regular School Board Meeting Minutes for November 12, 2013

Approval of Warrants

General Fund Warrant No. 190897 through 191023 in the amount of \$201,805.25, and direct deposits of \$20,613.12; Capital Projects Fund Warrant No. 191024 through 191028 in the amount of \$291,540.52 and direct deposits of \$86.93; ASB Fund Warrant No. 191029 through 191052 in the amount of \$17,996.27, and direct deposits of \$741.40; and Private Purpose Trust Fund Warrant No. 191053 in the amount of \$13.87, and direct deposits of \$693.60. Total payroll for November 11, 2013, was \$33,622.38, which includes General Fund Warrant No. 191054 through 191057 in the amount of \$1,935.98, and direct deposits of \$24,901.18.

Approval of Personnel Actions

Approval of Service Contracts

CONSENT AGENDA, Cont.

Approval of Donations

The Board acknowledged the two donations, one from Cherry Valley PTSA for Lego Robotics supplies, and the other from Microsoft matching funds with Ms. Oviatt's volunteer hours.

Approval of Budget Status Reports

BUSINESS

REF Grant Awards Season 1

Michael Ward, REF President, spoke on behalf of the REF Board saying how humbling it is to serve on the REF Board and put forth these events to give back to the district. The grant process went through an overhaul this year, and he thanked Rob Tiffany for creating a mobile app so online applications could be made. Laura Knox, Grant Administrator, said there are three grant seasons now, one in December, one with the district, and one again for staff in January. Mr. Ward reminded the Board of the March 1st REF Auction at the Marriott in Redmond.

The REF Board presented an oversized check to Riverview in the amount of \$27,304.23 for Season 1 Grants.

Motion 13-74: To approve the Riverview Education Foundation donation for 24 Season 1 Grants in the amount of \$27,304.23. (Edwards and Bawden) Unanimous.

F-196 Year End Financial Report

Mr. Adamo explained the F-196 financials are unaudited and the State Auditor will start in the district in a January. He provided an overview of the General Fund actuals over four years and the current final budget. The General Fund Ending Fund Balance for 2012-13 was at 7.06%.

Strategic Plan Status

Goal 1: Increase the academic achievement of all students.

Objective 1B: Improve K-12 district-wide assessment score averages in reading, writing, math, and science by spring of 2014.

Task 2: Share statistics on state test results from previous year. Roni Rumsey, Director of Teaching and Learning, reported the test results are updated and posted on the website.

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

Task 5: A partnership of Teaching & Learning, Special Services and building principals will develop a draft outline of secondary and tertiary interventions supporting the core literacy program. Dr. Smith reported that this objective has been rewritten to reflect actual current process. The edited Task 5 reads as follows: A partnership of Teaching and Learning, Special Services and building principals will evaluate the effectiveness of secondary and tertiary interventions supporting the core literacy program and provide input to the elementary literacy adoption process.

Strategic Plan Status, Cont.

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

Objective 2A: Provide a financial process that strengthens student learning despite state funding uncertainties.

Task 5: Adopt resolutions to set proposed levy amounts (General Operating Fund and Capital Projects Fund Technology levies). Resolutions were presented to the Board for approval at the November 12, 2013 Board Meeting.

Task 6: Update on an annual basis the web-published “citizens” budget which includes an analysis that demonstrates the district’s commitment to student learning. Mr. Adamo reported the updated Citizens Budget is now on the district website.

Task 7: Provide levy information for the public. Dr. Smith reported the Riverview Schools Committee is in full force in getting information out to the public, while the district has been providing levy facts internally.

Objective 2D: Continue to conduct reviews of district policies.

Task 1: Conduct review using new district policy protocol to prepare for 5000 (Personnel) series policy revision.

Task 2: Develop list of policies to be revised and/or eliminated and present to School Board. Ms. Layman reported the 5000 Series will be reviewed later this school year; however, the 6000 Series has been reviewed and a spread sheet was shared on the policy changes. The revised policies will be presented later in the agenda for First Reading.

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

Objective 3A: Implement the new 2013-2018 Human Resources (HR) plan.

Task 1: Research appropriate national and state staff turnover data to determine employee retention success. Sandy Bechtel, Human Resources Coordinator, reported new teachers come and go at ever increasing rates – the turnover for beginning teachers grows every year and has increased 40% over the last 16 years (NCTAF 2010). The impacts on high-need schools are the most dramatic, but the problem occurs all across the schools in America. Up to 46% of teachers leave their classrooms within the first five years of teaching. This turnover at the front end of teaching, combined with an even greater percentage of teachers reaching retirement age, means that the experience level of teachers in schools today has dropped dramatically.

When teachers leave schools, overall morale appears to suffer enough that student achievement declines – both for those taught by the departed teachers and by students whose teachers stayed put, concludes a study recently presented at a conference held by the Center for Longitudinal Data in Education Research. The study was conducted by the University of Michigan’s Matthew Ronfeldt, Stanford University’s Susanna Loeb, and the University of Virginia’s Jim Wyckoff.

The study looked at a set of New York City test-score data from 4th and 5th graders over the course of eight years. Among their findings:

- For each analysis, students taught by teachers in the same grade-level team in the same school did worse in years where turnover rates were higher, compared with years in which there was less teacher turnover.

Strategic Plan Status, Cont.

- An increase in teacher turnover by 1 standard deviation corresponded with a decrease in math achievement of 2% of a standard deviation; students in grade levels with 100% turnover were especially affected, with lower test scores by anywhere from 6% to 10% of a standard deviation based on the content area.
- The effects were seen in both large and small schools, new and old ones.

Traditionally, career progress for leadership in education has meant that effective teachers leave the classroom for school-based or district-level roles developing teaching and learning, or to become principals. Some teachers are committed to classroom teaching but also aspire to grow and contribute professionally in ways that the classroom alone cannot provide. Innovative teachers are defining “hybrid teaching roles” that keep them part-time in the classroom combined with other roles of service and leadership in education, in their vision of the future of their profession. These opportunities are envisioned as new pathways for leadership and as ways to strengthen the profession, job satisfaction, and retention of effective teachers.

Task 2: Provide end-of-academic-year Human Resources data report (turnover, recruitment, hiring, and retention).

Employee Turnover:

Ms. Bechtel noted we continue to gather data on staff turnover on a yearly basis. For certificated employees, our turnover overall decreased from 7.82% in 2011-12, to 6.08% in 2012-13. We had 4 teachers retire last year and if you take out retirements, our certificated turnover went from 3.91% to 3.87%. Our classified staff turnover increased this year from 3.77% in 2011-12, to 7.50% in 2012-13. Certificated administrator turnover went down from 14.29% in 2011-12, to 11.11% in 2012-13 and if you take out retirements, the turnover is 0%. Classified administrator turnover has remained steady at 0% for past four years. Classified exempt turnover went down from 25% in 2011-12, to 11.11% in 2012-13.

Recruitment, Hiring and Retention Data:

Recruiting quality teachers continues to be a goal in Human Resources. We recruit new teachers by attending the Washington State Career Fair in Tacoma each year, as well as sending representatives to specific recruitment events for hard-to-fill positions like special education. Additionally, we have contacted career centers at universities directly as needed. We’ve updated our recruitment materials by creating two banners (which are located in the ESC entry), which show the beauty of our new schools and facilities. For next year’s Career Fair, we are looking at adding a smaller banner which will focus on student learning and technology.

Our Teacher Induction Program continues to provide additional training and support for our new teachers. In spite of the state cutting funds for teacher assistance programs for the past four years, our district has retained the Teacher Induction Program for our new teachers, recognizing the importance of this program.

Strategic Plan Status, Cont.

Lastly, another important metric for retaining quality staff is staff development. With the year beginning early in August with the Teacher Training Institute and the many other opportunities throughout the year, our district continues to offer a wide-range of staff development opportunities to all our employees. In fact, this past October training days offered a range of classes that met the needs of both seasoned and fresh teachers in our district. Many of the courses at the Institute, along with ongoing after-school offerings, typically are taught by district teacher leaders who want to grow professionally, give back, and are willing to share their own passion and expertise. Our low turnover rate may be a good indicator that we have high job satisfaction.

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

Task 2: Revise one school (Cherry Valley or Carnation) website to reflect “new look and feel” by the end of the 2012-2013 school year (Phase II of website plan). Cherry Valley, Carnation and Stillwater elementary school websites have been revised.

Task 4: Distribute E-newsletter monthly to internal and external constituents. This has been done by Michael Ward, Communications Coordinator.

Voter Pamphlet Pro-Con Committee

For each measure of a district that is included in the voters’ pamphlet, the Board shall formally appoint Pro and Con Committees (max of 3 members each) to prepare arguments advocating voters’ approval or rejection of the measure. Members shall be appointed from persons known to favor or oppose the measure as appropriate. If such persons are not immediately known, the district shall employ some formal means of notifying the public that members for the proponent or opponent committee are being sought.

The Board announced they are seeking Pro and Con Committee members and will advertise on the District’s website. Formal appointments will be made at the December 10, 2013, Board meeting.

First Reading, Policy 3020, Non-Resident Students

Language was added to this policy to reflect RCW 28A.225.225, Enrolling Children of Certificated and Classified School Employees who live out of district.

Motion 13-75: To approve Revised Policy 3020 for First Reading. (Van Noy and Bawden) Unanimous.

First Reading, Revised Policy 6000, Program Planning, Budget Preparation, Adoption, and Implementation; Policy 6111, Tuition; Policy 6512, Infection Control Program; Policy 6530, Insurance; Policy 6620, Special Transportation; Policy 6640 School-owned Vehicles; Policy 6905 Site Acquisition; and Policy 6971, Works of Art

These policies were revised due to the Policy Series 6000 review just completed.

Motion 13-76: To approve Policy 6000, 6111, 6512, 6530, 6620, 6640, 6905, and 6971 for First Reading. (Edwards and Oviatt)

First Reading, Revised Policy 6000, 6111, 6512, 6530, 6620 6640, 6905, and 6971, Cont.

Several Board members questioned language and definitions in Policy 6512, Infection Control Program, and Policy 6530, Insurance, and asked the two policies be removed from First Reading pending more information.

Withdraw Motion 13-76: Mr. Edwards withdrew his motion.

Motion 13-77: To approve Policy 6000, 6111, 6620, 6640, 6905, and 6971 for First Reading. (Edwards and Bawden) Unanimous.

Maintenance/Concession Building Change Order No. 002

Change Order No. 002 accounts for modification of planned fire line connection, rerouting of the north field lighting, additional piping, additional retaining wall blocks and drainage components, pallet storage racking system, and a credit in labor, material and equipment.

Motion 13-78: To approve the Maintenance and Concessions Building Change Order No. 002 in the amount of \$17,107.60. (Bawden and Fletcher) Unanimous.

REPORTS

WSSDA Conference Report

Amanda Korn said one of her favorite sessions was “Setting a Solid Foundation for Ninth Grade Success” by Monroe High School, and she found ideas to bring back to CHS Link Leaders for mentoring and freshman study sessions after school.

Jake Knoth enjoyed and learned from many sessions, and was able to relate back to last year’s Conference. The session, Inspiring Achievement through STEM Education: A Multi-Tiered Approach by Edmonds School District, showed their STEM program in middle school through high school. Balancing the School Calendar: A timely Investment, was about changing the school year to a full-year calendar with 45 days of school, then 2 weeks off, etc., with 30 days off during summer. Transforming Entire Communities to Support the Success of All Youth talked about students having a meaningful adult in their lives in high school, whether it be a teacher, coach, or other employee.

Ms. Oviatt focused on three areas: Technology, Community, and Student Representatives. The Student Representative session had some new ideas, such as business cards for student representatives, a student representative boot camp for next year’s conference, and bringing more student leaders to the conference for the experience. The Vancouver Schools session on Digital Transformations: Creating 1:1 Learning Environments, was informative but she didn’t agree with their policy to standardize to only one platform. The session on community engagement by Tacoma School District wasn’t up to expectations.

Mr. Bawden was impressed with speakers Randy Dorn, and Dr. Robert Brooks. He attended several sessions on school safety, including Conducting a Table Top Exercise for Schools and Emergency Responders, that was a little unorganized but had good ideas. The other one of interest was on the layered approach to knowing your student’s and staff, monitoring behaviors, reporting concerns, and controlling building security. He mentioned the session on How to Work through Challenging Board Dynamic’s, with the key being ongoing guidelines.

WSSDA Conference Report, Cont.

Mr. Edwards began the conference on Thursday by attending the Leadership WSSDA Graduation Ceremony, and then the Reception and Presentation with Dr. Robert Brooks. On Friday, he sat on a panel session entitled “So You’re the Legislative Representative. Now What?” Saturday, he moderated a panel with panel members from Washington Policy Center, Freedom Foundation, League of Education Voters to name a few, that discussed public education and changes. On Sunday, he presided over the new legislative committee members' orientation.

Mrs. Van Noy said the Keynote Speakers were amazing. She focused on Early Learning and Political Advocacy. She attended two sessions on early learning and one on WaKIDS, along with a data class on Sunday. As a WSSDA state board member, she had to attend two board meetings and the delegate assembly.

Dr. Smith said he was glad to have the time to get to know the student representatives better. Dr. Robert Brooks, faculty member at Harvard Medical School, reminded us that the most consistent theme of what students noticed about effective teachers K-12 is that they smiled a lot and referred to them by their first names. Jeff Charbonneau, 2013 National Teacher of the Year, reminded us that the excellent classroom contains a personalized culture where students are people and our neighbors and not just students. Some of the sessions he attended included Next Generation Science Standards; Long-Term Capital Facility Planning; and Superintendent Evaluation.

Superintendent Report

- Dr. Smith reported on his Entry Plan, noting that he met with Julia Perry, Duvall Mental Health and Substance Abuse Counselor, who serves the community as well as Tolt and Cedarcrest students. She actually has clients from age 5 to age 83. Her perspective is “if you need help, seek it out,” and her first session is free.
- Levy Planning continued with presentations at staff meetings from now into January, with Carnation Elementary completed.
- Regarding the AP Honors Award that only 477 school districts in the U.S. and Canada received from the College Board, Nancy Potter emailed to say that only 90 school districts in North America have received this distinction two years in a row, of which Riverview is one. Our sequence of K-12 builds on itself to achieve this, and represents excellence throughout the system.
- He attended Learning Walks at both Stillwater and Cedarcrest. At Cedarcrest, he was also able to interview both a freshman female and a senior male student, and what came to the surface was both students felt they had multiple places to get academic help, both had personal relationships with their teachers, and found classes engaging and challenging.

ADJOURNMENT

There being no further business, Ms. Oviatt adjourned the November 26, 2013, Board Meeting at 9:05 PM.

Board President

Board Secretary

MINUTES PREPARED BY

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