RIVERVIEW SCHOOL DISTRICT NO. 407
Minutes of Board of Directors’ Meeting
April 28, 2015
Duvall, WA 98019
Educational Service Center – Board Room

CALL TO ORDER

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

OATH OF OFFICE – Director District #5

Mrs. Van Noy, Board President, administered the Oath of Office to Sabrina Parnell, appointed to the position of Director District #5.

MEMBERS PRESENT

Mrs. Van Noy, Ms. Fletcher, Ms. Oviatt, Mrs. Parnell, Mr. Edwards
Student Representatives: Ms. Amanda Korn, Ms. Sophie Hunter

CHERRY VALLEY ELEMENTARY SCHOOL STUDENT PRESENTATION

Heather Sánchez, principal of Cherry Valley Elementary School, brought along ASB officers, as well as representatives of the “Cheetah Cheers” team to present on the “Positive Climate and Culture at Cherry Valley.” The ASB officers present at the meeting were: Riley Warden, Kait Nelson, Maggie Leniszewski, Elisa Piira, and Kai Fridenvalds. First Grade Teacher Susie Archuleta was also present.

Mrs. Sánchez and Mrs. Archuleta went over some of the programs at Cherry Valley. They have the CV3, which are: show respect, make good choices, and solve problems. This is recited after the Pledge of Allegiance and announcements. Good choices notices called Cheetah Cheers are given out by teachers to students demonstrating manners/behaviors that have been identified as being important for a safe and supportive school environment. Cheetah Cheers are collected in the office and drawn for prizes or special activities each week, such as an extra recess, lunch with Mrs. Sánchez or their teacher, and for kindergarten students – snacks with Mrs. Sánchez. There is a drawing every week and 500 Cheetah Cheers equals a school-wide movie. The ASB officers also explained that each month an inspirational word is chosen, for example, “Courage” and students share stories about that word. They also have Spirit the Cheetah, a stuffed animal that is earned by the class with the most spirit each month.

The Board thanked Mrs. Sánchez, Mrs. Archuleta, and the ASB Officers for coming and sharing the programs at Cherry Valley Elementary.

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COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC

Board Communications

Mrs. Van Noy said the Board had a Special Board meeting on Monday, April 27, 2015, to interview the candidate to replace Greg Bawden, District Director #5. Prior to tonight’s meeting, the Board held a work study on evaluation/self-assessment. On April 29th Mrs. Van Noy is attending a meeting called “Convening on Race, Equity and Policy” at the Puget Sound ESD (Educational Service District).

Each Board member, student rep, and the superintendent welcomed Mrs. Parnell to the Board of Directors.

Ms. Hunter reported that it is crunch time for AP tests at Cedarcrest.

Ms. Oviatt reminded Board members to have feedback to Robin Nordquist by May 18th for any changes, additions, or corrections to the 2015-2020 Strategic Plan.

Ms. Fletcher said she and Mr. Bawden attended the exit conference with the State Auditor last month. There were no findings and the auditor had glowing remarks about Mr. Bill Adamo, Director of Business and Operations, and his staff. She reminded Board members that Certificated Staff Appreciation Week is May 4-8 and she is working on a schedule for them to present gifts of appreciation to all certificated staff members.

Mr. Edwards reported that the WSSDA (Washington State School Directors’ Association) Legislative Committee hasn’t met recently, but they have had weekly conference calls to keep up-to-date with what is happening in the legislature.

Mrs. Parnell thanked everyone for their very warm welcome.

Student Representative Report

Ms. Korn and Ms. Hunter reported on the following activities at Cedarcrest High School:

Clubs

ASB: Prom is coming up! It will be held this Saturday at the Seattle Aquarium. This week at Cedarcrest is a spirit week. ASB partnered with the Diversity Club and Mrs. Kallio’s class to hold a semi-formal dance. It was held at the ESC last Saturday and was free. ASB is reviewing their new officer applications for next year.

NHS: The National Honor Society raised over $2,000 during the change drive. All of the proceeds are going to our sister village in Kenya. We Day happened this past Thursday. Thirty-three members attended including 9 officers, 21 members, and our chaperones Mrs. Kelly, Mrs. Filer, and Mr. Ojeda. The people who attended got to hear from many inspirational people, including members of the Seattle Seahawks and the Seattle Sounders. It was a very moving day and a wonderful bonding experience for the members of National Honor Society. Both Ms. Korn and Ms. Hunter attended the event. Thank you to everyone who made it possible.
Student Representative Report (Continued)

DECA: DECA is partnering with Goodwill for a fundraiser. Goodwill will pay Cedarcrest’s DECA for each 24-foot box truck filled with donations. This money will support members traveling to competitions and attending leadership camps. This will be occurring on Saturday, May 16th from 10:00 AM to 2:00 PM in the Duvall Safeway parking lot.

TSA: They just returned from State and are now preparing for Nationals. Two teams from TSA will be traveling to Nationals in Dallas at the end of June. They were awarded the Best in State in the TEAMS competition.

FFA: State is coming up! The FFA State Competition will be held in Pullman at Washington State University. In addition to that, FFA has their annual plant sale coming up in May. They will also participate in a Carnation City Planting on April 29th.

GSA: On April 10th, GSA participated in Day of Silence. This is a national day of action in which students across the country vow to take a form of silence to call attention to the silencing effect of anti-LGBT bullying and harassment in schools.

RAK: Random Acts of Kindness is going to be electing officers soon. There are only two meetings left this year, so they are rapping up the year with compliments and kind words!

Robotics: It is the off-season for the FRC team. They are currently working on team bonding, such as organizing fundraisers and T-shirt cannon robots. They are recruiting for next year and are excited to get ready for the coming school year.

FBLA: FBLA is currently planning out next year’s strategy.

Sports

Boys Soccer: Last night the Boys’ Soccer team had Senior Night against South Whidbey. They have only lost 3 games this season -- way to go!

Baseball: They have 13 wins and 1 loss in conference. Congratulations! Last Friday, our baseball team beat Archbishop and on Wednesday they are gearing up to play Lakewood at home. Personal highlight on the baseball team: Adam Davenport signed to be the pitcher for the UW team!

Track and Field: This Thursday is their last track meet, which is at home against Granite Falls and Archbishop. Track has had a great season so far. Some of the event winners, just from the meet against Whidbey, are: Liam Thomas (110m HH); Elliot Dick (300m H); Sam Somers (Shotput); Torjan Barnes (Javelin); Justus Moore (High Jump); Matthew Hineline (Pole Vault); Jeffrey Hepner (Triple Jump); Briana Devereaux (400m and Long Jump); Kate Vergilio (1600m); Judy Amaral (Javelin); Megan Budig (Pole Vault); and the Girls 4x400m Team of Tayla Weaver, Madi Shinn, Kate Vergilio and Briana Devereaux. Good luck to everyone this Thursday!
Student Representative Report (Continued)

Fastpitch Softball: They have 9 wins and only 2 losses in conference. They just finished their Kiddy Camp Clinic and raised roughly $800! Maddie Nixon reported, "30 kids came and loved it; it was great experience." Yesterday, they played Granite Falls and next Wednesday they are playing Granite Falls again.

Agenda Adjustment

Motion 15-20: To amend Consent Agenda, Item E. Donations and Item D. Service Contracts, to reflect current changes; and add Consent Agenda Item H. Out-of-State Travel for TSA Students and Teachers. (Oviatt and Edwards) Motion passed unanimously.

Hearing of the Public

None – no one signed up 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.

Motion 15-21: To approve the March 24, 2015, Consent Agenda, as amended. (Mrs. Van Noy and Ms. Fletcher) Motion passed unanimously.

Approval of Regular School Board Meeting Minutes for March 24, 2015, and Board Work Study Minutes for March 24, 2015, and April 3, 2015.

Approval of Warrants.
General Fund Warrant No. 195879 through 195977 in the amount of $270,925.51 and No. 196056 through No. 196199 in the amount of $338,382.17; and direct deposits of $36,113.66, $882.28, $43,478.36, and $1,403.91 for a total of $81,878.21; Capital Projects Fund Warrant No. 195978 through 195982 in the amount of $72,021.68, No. 196053 in the amount of $1,215.95, and No. 196200 through No 196201 in the amount of $13,602.77; and direct deposits of $69,046, $2,055.51, and $88.70 for a total of $2,753.25; ASB Fund Warrant No. 195983 through 195994 in the amount of $20,286.30 and No. 196202 through No. 196215 in the amount of $11,674.81; and direct deposits of $603.06 and $734.72 for a total of $1,337.78. Total payroll for March 31, 2015, was $2,141,539.00 which included General Fund Warrant No. 195995 through No. 196000 (Employee Warrants) in the amount of $5,502.35; and General Fund Warrant No. 196001 through No. 196052 and No. 196054 through No. 196055 (Payroll Vendor Warrants) in the amount of $727,352.63; and direct deposits of $1,018,988.14. Total Payroll for April 15, 2015, was $49,468.62; and direct deposits of $38,910.78.

Approval of Personnel Actions.
The Board acknowledged the resignation/retirement of Sharon Gray, secretary at Tolton Middle School, who has worked for the district for 25 years. She will be missed!
CONSENT AGENDA (Continued)

Approval of Service Contracts.

Approval of Donations.
The Board acknowledged the generous donations from the Stillwater PTSA and the Eagle Rock Multi-Age PTSA.

Approval of Budget Status Reports for March, 2015.

Approval of Student Fees for the 2015-2016 School Year for Elementary and Middle School.

Approval of Out-of-State Travel for Tolt and Cedarcrest TSA Students and Teachers.

BUSINESS

Communications Audit

Mike Ward, Communications Coordinator, introduced Leanna Albrecht, Director of Communications for the Northshore School District, who conducted an audit on our district's communication program this past November, as well as one in 2010. She provided a PowerPoint presentation on the results of her findings. She was very impressed with our communications and remarked that we have a very strong system in place. If she were to grade our communications, it would be an A. Our district implemented nearly all the recommendations she provided as part of the last audit in 2010. She then went over recommendations for the short-term to mid-term, as well as the mid-term to long-term implementation.

Mrs. Van Noy asked about her recommendation to have a “student voice” in communications. Ms. Albrecht said this is incredibly valuable and the district could use the Board’s Student Reps for this to thread in with the communication program through media, the district website, student pieces, and videos.

Dr. Smith thanked Ms. Albrecht for her time and for Northshore Superintendent Larry Francois for allowing this.

The Board thanked Ms. Albrecht for sharing her audit results and thanked Mr. Ward for the excellent work he is doing.

Student Reps Dismissed

Because student testing is occurring this week, Board President Van Noy excused Ms. Korn and Ms. Hunter at 8:00 PM. June 9th will be Ms. Korn’s last meeting, since she will be graduating soon!
Board Agenda Items

The Board added or changed the following agenda items:

- Move the Board Breakfast from May 1st to May 8th at 7:00 AM
- Review the Strategic Plan at the May 12th Board meeting
- RLC Graduation –Mrs. Van Noy and Mr. Edwards will be handing out diplomas
- CHS Graduation –Ms. Oviatt and Mr. Edwards will be handing out diplomas
- Add Legislative Report to both the May 12th and May 26th Board meetings
- Take out “Future of the Classroom and What it Looks Like” since this is now part of the Strategic Plan for 2015-2020

Strategic Plan Status

Goal 1: Increase the academic achievement of all students.

Objective 1A: Develop a plan to implement the Common Core State Standards ELA/Math, Next Generation Science Standards and Technology Standards.

Task 3: Develop three-year plan for full implementation of all standards. Roni Rumsey, Director of Teaching and Learning, reported that work has begun on this process with the convening of the Transforming Professional Learning (TPL) Committee. Due to some initial implementation requirements, the process was put on hold for three months. This task will be continued through the remainder of the school year. She will provide an update at the last Board meeting in June.

Objective 1B: Improve student growth for all students in all areas.

Task 3: Provide professional development focused on areas most at-risk. Ms. Rumsey reported that this year professional development has been focused on areas determined to be at-risk when looking at student data from last year. Professional development has been provided in language acquisition, math, and science. This learning has taken place the entire year.

Task 5: Provide professional development regarding student growth goals. Ms. Rumsey reported that professional development was provided prior to the beginning of the school year. It was also provided in October. She will continue to refine and provide training in this area next year.

The Board thanked Ms. Rumsey for her presentation.

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

Objective 3A: Continue to implement the 2013-2018 Human Resources (HR) Plan.
Strategic Plan Status

Task 3: Report on progress of revising classified staff job descriptions and evaluations. Janet Gavigan, Director of Human Resources, first showed the Board the new Human Resources web page, which is now complete. She asked Board members to review it and provide her with feedback. She said she and a team of RSD principals and administrators attended the Washington Educator Career Fair last Thursday and met many qualified applicants. So far, seven people from the Career Fair have already applied for district positions.

Ms. Gavigan reported that there are currently 122 classified job descriptions. She has rewritten 35 of them and collapsed 21 job descriptions, since they are similar positions. As she completes each one, she has others review them for input and also checks with other school districts. At this point, she hasn’t yet started on the classified evaluations, since she is currently focusing on the job descriptions.

The Board thanked Ms. Gavigan for her report.

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

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

Task 2: Commence review of 1000 series policies. Sandy Bechtel, Executive Assistant to the Superintendent, reported that she is currently reviewing each 1000 series policy using the policy review protocol, which is: 1) read polices/procedures for grammar and spelling; 2) review RCW’s for current and applicable law; 3) review relevance of policy as it applies to Riverview; 4) determine if policies are being followed; 5) have Board read policies and comment on any concerns; and 6) develop list of policies to be revised and/or eliminated. Being new to this position, going through each policy is helping Ms. Bechtel learn more about what the policy says, how it is being applied and what changes should or should not be made. Each policy requires checking the WSSDA (Washington State School Directors’ Association) DocsOnline to see how our policy compares to WSSDA and if any changes are needed or not. It is a very important tool when reviewing our policies and is the most up-to-date information. This is a tedious process, but it is helping Ms. Bechtel learn more about each policy. She anticipates she will be complete with the 1000 series by the end of the 2014-2015 school year.

The Board thanked Ms. Bechtel for her report.

First Reading, Policy #2080 – High School Graduation Requirements

Ms. Bechtel explained that this policy is being revised to reflect the elimination of the Senior Project. Next year this will need to be updated again, with more requirements for the Class of 2019 and beyond.

Motion 15-22: To approve Policy #2080 – High School Graduation Requirements, for First Reading. (Ms. Oviatt and Mr. Edwards) Motion passed unanimously.
REPORTS

NSBA Conference Report

The Board and Superintendent reported on the NSBA (National School Board Association) Conference they attended in March. Since the Board expects staff members to take professional development, they feel they should do the same. They all commented that the different sessions were very valuable and allowed them to learn and network with other districts across the nation. Some of the sessions mentioned were: Technology, Focus on One-on-One Learning, Parent Power, Mentor Public Schools – Tech Learning Network (TLC), Developing Mind-Sets (which the Board and Superintendent are now reading as a book study), One-on-One Initiatives, 21st Century Skills, Continuous Improvement, Students’ Digital Footprint, Strategic Planning, Student Voice Matters, and School of the Future.

Legislative Report

Mr. Edwards said the Legislature does not have a final budget yet. Right now both the House and the Senate have passed a budget, just not the same one. They are really far apart right now and headed toward a special session. Mr. Edwards briefly went over some interesting education bills and encouraged Board members to review the bill watch list and legislative updates from WSSDA (Washington State School Directors’ Association).

Enrollment Report

Dr. Smith reported that between March and April, we have gained 1.78 students. We are currently getting excellent kindergarten numbers for next year and have already added an extra All Day Kindergarten class to both Cherry Valley Elementary and Stillwater Elementary. We will have one less section of half-day kindergarten. This alone will give us a 1% increase in student enrollment next year if the student numbers at other grade levels stay the same.

Superintendent Report

Dr. Smith reported on the following:

• The Strategic Planning Forum was held on Saturday, April 4th and we had about 60 people in attendance. Sending out individual invitations to students really paid off, because we had six students attend and provide some great feedback.
• He and Mr. Bill Adamo, Director of Business and Finance, attended the Board breakfast work study, which focused on next year’s budget priorities.
• He attended the following:
  o STEM Night at Carnation Elementary and Stillwater Elementary
  o Tech Night at the Riverview Learning Center
  o Tolt Middle School Multi-Age Science Fair
  o Cedarcrest’s Baseball and Fastpitch Softball games
  o Hispanic Parent Education at Carnation Elementary
  o Diversity Dance at the Riverview Educational Service Center, which was put on by Mrs. Kallio’s students and Mr. Ojeda’s Diversity Club. Many thanks to all involved for planning this successful and fun event.
Superintendent Report (Continued)

- He and Mr. Adamo are working on the 6-year and 20-year Capital Facilities plans.
- Testing at the schools has gone well.
- He presented to the Duvall Rotary Club on All Day Kindergarten and the vision for greater partnerships with early childhood and preschool families and providers in the future.
- He sent out the modification of the Attendance Procedures for 2015-2016 to parents. That included procedure changes to cut down on absences and tardies.

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

ADJOURNMENT

There being no further business, Mrs. Van Noy adjourned the April 28, 2015, Board meeting at 9:20 PM.

\[Signature\]
Board President

\[Signature\]
Board Secretary

MINUTES PREPARED BY

Sandy Bechtel, Recording Secretary to the Board of Directors.