RIVERVIEW SCHOOL DISTRICT NO. 407  
Minutes of Board of Directors’ Meeting  
October 27, 2015  
Duvall, WA 98019  
Educational Service Center – Board Room  

CALL TO ORDER  

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

MEMBERS PRESENT  

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

STILLWATER ELEMENTARY PRESENTATION  

Jack Madigan, Stillwater Elementary Principal, brought staff members Pam Tietje, Cindy Navarro, Ann Marchel, and Shelley Heinson to present on the Stillwater Core Covenants. They explained this is the second year of their Core Covenants, which has two parts. Part One is a binding agreement and Part Two contains the physically visible actions. Parent representatives, certificated and classified staff were all stakeholders in the room when the Core Covenants were created. They created a book of signatures that everyone signed off on.  

There are four core values: integrity, attitude, family, and commitment. Pam Tietje explained that integrity is being honest and trustworthy, as well as always assuming positive intent. Attitude is having a positive outlook that is infectious and inspires others. Family brings out the best in each other and we celebrate our successes, as well as support each other in times of need. Commitment continually evaluates the effectiveness in all areas.  

Ann Marchel explained the visible actions inside the classroom setting. They are: make every moment count; inspire students to learn; acknowledge and believe in every student; and establish clear learning targets.  

Shelley Heinson explained the visible actions in the work place. They are: honor your commitment to one another; have a “get to” attitude and stay positive; keep focus on the problem and the solution, not the person; and step up to the problem.  

Cindy Navarro explained the visible actions in the community. They are: take ownership of your words and actions; represent Stillwater in a positive and welcoming way; introduce yourselves; stick up for your colleagues; and participate in school and community events.  

Mr. Madigan said the Core Covenants are a way to lead by example so their students can have a safe place to learn and get to the school’s goal of having students at 90% proficient in three years.  

Ms. Van Noy suggested Mr. Madigan share this with other principals. She commented that this is really hard work and it is amazing that everyone signed off on it.
STILLWATER ELEMENTARY PRESENTATION (Continued)

Mr. Edwards also commented that this was incredible. Ms. Hunter said they could implement this with the Cedarcrest ASB.

Ms. Van Noy thanked the Stillwater staff for their informative presentation.

COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC

Ms. Van Noy reported that the Board had a work study on Student Voice prior to tonight’s Board meeting. Students from Tolt Middle School and Cedarcrest High School were represented.

Ms. Hunter said her senior year is flying by, but really fun. She is also really enjoying volunteering at the Homework Club at Cherry Valley Elementary. She says she also learns a lot from them as well.

Mr. Edwards said he attended the final WSSDA (Washington State School Directors’ Association) Legislative Committee meeting for the year this past weekend. They finalized legislative priorities and re-elected Tony Ghazel to serve as Chair and elected a new Vice Chair, Geoffery McAnalloy from Federal Way. He attended training in Tempe last week and is looking forward to the Friends of Youth Rise and Thrive Breakfast tomorrow morning.

Ms. Fletcher said thanks to Ms. Bechtel for the treats today.

Mr. Pascal said he attended the Interhigh meeting at Arch Bishop on Thursday on internet safety. He said it was a great presentation.

Mrs. Parnell congratulated the Cedarcrest Girls’ and Boys’ Cross Country Team for both placing first in the Cascade Conference. She also noted that Cedarcrest Varsity Girls’ Soccer is playing tonight for a similar placement. She recognized Mike Ward, Communications Coordinator, for the daily bulletins on the district’s Facebook page. It’s nice to have recognition for our students, especially on the weekends when the event happens. Mrs. Parnell attended the Board Roundtable tonight on Student Voice and heard more positive feedback about the district, not just where we are headed, but where we are right now. It was amazing and she absolutely believes those students told the Board what they thought and what they felt.

Ms. Oviatt said she attended the last of the four Board Roundtables, which was on Student Voice. This year’s Roundtables also included Technology Program Review, Early Childhood Education, and Personalized Student Learning. She thought this year’s roundtables were the most valuable she’s ever attended. The Board had really key issues and invited community members and experts, which helped them think outside of the box. Tonight’s Student Voice Roundtable was fun and she was very impressed with what the students had to say and how they would say it.

Mr. Edwards agreed that the Student Voice was a great way to cap off the Roundtables and thought it was terrific.
Ms. Van Noy noted that Board members received an e-mail from KCDA (King County Directors’ Association). They are looking for a new Board member. If you are interested, please let Ms. Bechtel know. Ms. Van Noy will be attending the WSSDA Executive Board meeting on November 1st and they will be looking for a new Executive Director, since Alan Burke is retiring. She reminded everyone to vote by November 3rd. Ms. Van Noy and Ms. Fletcher attended the Board Leadership meeting last week. Ms. Van Noy said she missed everyone while she was out recovering from surgery. She thanked Ms. Bechtel for the treat on tonight and for preparing the Roundtable tonight with so many participants. She also thanked Ms. Fletcher and Ms. Oviatt for filling in while she was gone.

Ms. Bechtel reported that on Friday, October 16th, representatives from Cedarcrest’s RAK (Random Acts of Kindness) handed out three beautiful long-stemmed roses to each staff member at the Riverview Educational Service Center. She thanked them for their thoughtful gesture.

**Agenda Adjustment**

**Motion 15-58:** To amend Consent Agenda, Item C. Personnel Actions, and Item D. Service Contracts, to reflect current changes; and add Consent Agenda Item G. Donations. (Ms. Oviatt and Mrs. Parnell) Motion passed unanimously.

**Hearing of the Public**

Fred Bereswill, Carnation City Council member and council liaison to the Riverview School District, reported that three city council members are running in the November election; all of which are being contested. He is one of them. The next two council meetings are public hearings on the proposed 2016 budget, which includes the replacing the water main on Spillman and the Safe Routes to School Path. The work will start tomorrow on the path and will take about 60 days to complete. For housing, 130 plats have been approved for the next two years. The city’s top priority is to complete the sidewalk on Entwistle to connect river’s edge with Swiftwater. There are two developments going in and the developers will put in their portion of the sidewalk and the city will then complete the rest of it. They have applied for three grants to the Safe Routes to School and if only one is approved, this is the project they have prioritized.

Ms. Van Noy thanked Mr. Bereswill for his report and wished him luck in the upcoming election.

Debbie Leone, teacher at Carnation Elementary, wanted to thank Greig Hicks in the Maintenance Department for cleaning out a planter box that had a barberry bush that was overgrown and hanging down this past summer. It made it hard for her to maneuver a student in a wheelchair. It took one phone call and it was taken care of right away. She also noticed they made sure the playground behind ECEAP was safe and clean. They took out all the dead stumps and dead trees. The kids are able to see the fence now and look out. She just wanted to say a huge thank you to our Maintenance staff!

Ms. Van Noy thanked Ms. Leone for coming to publically thank the Maintenance Department.
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 15-59: To approve the October 27, 2015, Consent Agenda, as amended. (Ms. Fletcher and Mr. Edwards) Motion passed unanimously.

Approval of Regular School Board Meeting Minutes for October 13, 2015; and Board Roundtable Minutes for October 13, 2015 and October 20, 2015.

Approval of Warrants.
General Fund Warrant No. 197806 through 197879 in the amount of $124,593.84 and No. 197906 through 198005 in the amount of $334,834.25; and direct deposits of $38,258.44 and $6,135.29 for a total of $44,393.73. Capital Projects Fund Warrant No. 197880 through 197891 in the amount of $125,635.11 and No. 198006 through 198007 in the amount of $70,686.81. ASB Fund Warrant No. 197892 through 197904 in the amount of $16,981.20 and No. 198008 through 198029 in the amount of $22,740.61; and direct deposits of $347.56 and $453.18 for a total of $800.74. Total payroll for October 15, 2015, was $35,788.25, which includes General Fund Warrant No. 197905 (Employee Warrants) in the amount of $27.60 and direct deposits of $28,152.92.

Approval of Personnel Actions.

Approval of Service Contracts.

Approval of Cedarcrest High School Student Fees – Revisions

Approval of Out-of-State Travel for Donna Bielstein, Debbie Gilmore, Dianna LaBate, and Ray LaBate on November 19-22, 2015, to attend ACTE’s Careers and College Readiness Conference in New Orleans.

Approval of Donations.
The Board acknowledged the amazing donation of medical AED equipment and training from Christopher Baldwin to Cedarcrest High School.

BUSINESS

Strategic Plan Status

Goal 1: Increase the academic achievement of all students.

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

Task 1: Analyze Smarter Balanced assessment results. Roni Rumsey, Director of Teaching and Learning, provided the Board with a written report, since she was unable to attend tonight’s meeting. Her report stated that initial work was done with her, Greg Lobdell and Marilyn McGuire from CEE (Center for Educational Effectiveness). (Continued on next page)
Strategic Plan Status (Continued)

Data was used to begin to develop building SIPs (School Improvement Plans). Because this is only one data point, it is difficult to say we have a trend in any one area. Overall, scores were favorable. A Board work study on November 24th at 5:00 PM has been scheduled to review analysis.

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

Objective 2C: Manage all aspects of the district’s Safety and Emergency Operations Plans.

Task 2: Ensure maintenance of building-level Emergency Response Teams. Bill Adamo, Director of Business and Operations, reported that yes, each building location has established an Emergency Response Team and sent him their roster.

Task 3: Help insure that classified substitutes are provided with building-level specific safety and emergency preparedness information. Bill Adamo, reported that the Human Resources Department has helped implement this task and checked with the schools to make sure this has happened.

Ms. Van Noy commented that she was glad this is a focus this year, especially with the recent tragedy in Oregon. Mr. Adamo explained that he just returned from a conference in Dallas, where he attended many sessions on emergency preparedness. He learned our district is ahead of other districts in this area.

Dr. Smith said our district is dedicated toward conducting tabletop drills, where participants practice the application of what to do in an emergency. This will eventually move toward a simulated drill in the future.

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

Objective 3B: Develop and implement the district’s 2016 Communications Plan process.

Task 2: Develop strategy and schedule with Superintendent for implementation of short-term, mid-term, and long-term recommendations. Mike Ward, Communications Coordinator, reported that he has been working with Dr. Smith on the implementation of the Communications Plan. This will be shared in depth at the Board meeting in March.

Task 3: Begin implementation of short-term recommendations. Mike Ward briefly went over recommendations/tasks for years one through five of the Communications Plan. The summary of recommendations is attached.

Objective 3C: Cultivate increased community outreach.

Task 4: Increase frequency of meetings with Public Information Officers for Duvall and Carnation from semi-regularly to bi-monthly. (Continued on next page)
Strategic Plan Status (Continued)

Mike Ward, reported that he is meeting with Duvall Police Sargent Batiot on a monthly basis. Next week he will be meeting with Phil Messina, Carnation City Manager. Mr. Ward has been networking in other areas, such as serving as timekeeper for the monitor of the Carnation City Council debate; continuing to serve on the Riverview Education Foundation as an ex-officio; working as the statistician for the Cedarcrest football team; and writing daily bulletins on Riverview events through the district’s Facebook and Twitter accounts.

Task 5: Begin networking with student leadership at the high school and middle school, and begin outreach to the first-year Riverview Ambassadors for better event awareness. Mike Ward reported that he came to a meeting with Cedarcrest club officers and asked students to send him information on their club’s activities and events. On November 19th he is sitting in on Tolt’s ASB meeting. He talked to a student tonight about a band article, which will be completely student-driven.

Task 6: Establish connections with local real estate professionals and Homeowner’s Associations to ensure they have access to our school profiles brochures, and any additional information they might need. Mr. Ward reported that this is an ongoing process and he has connections with realtors, but is still working on connecting with Homeowner’s Associations. In November, he will be going to select city hall businesses to leave district brochures for interested community members to pick up.

Ms. Van Noy thanked Mr. Ward for sharing his presentation and vision. She said the Board is very pleased with his work and appreciates it very much.

Second Reading Revised Policies 3035 Restraint, Isolation, and Other Uses of Reasonable Force; 3110 Non-Discrimination (Students); and 4020 Use of Tobacco and Nicotine Products and Delivery Devices.

The policies have been revised, based on recommendations by WSSDA (Washington State School Directors’ Association) and state laws. Policy 3035 will now encompass Policy 3036, which is why this policy is being eliminated. Policy 3110 deals with non-discrimination for students and the staff/community portion of non-discrimination is being revised in Board procedures. Policy 4020 now includes restricting the use of vapor devices (such as e-cigarettes) on school district property.

Motion 15-60: To approve Policies 3035, 3110, and 4020 for Second Reading. (Ms. Oviatt and Ms. Van Noy) Motion passed unanimously.

REPORTS

Superintendent Report

Dr. Smith reported on the following:
Superintendent Report (Continued)

- He has attended the following partnership meetings:
  - Met with Friends of Youth Administration meeting about the present, future, and the fundraising breakfast.
  - Attended ERT Training for the District’s Office Emergency Response Team with Maria Mahold.
  - Led the District Office staff meeting.
  - Met with Duvall Police Sergeant Batiot and Duvall Mayor Ibershof about School Resource Officer progress.
  - Attended Rotary meetings.
  - Met with Jeanette Opeila regarding updating the nature trails behind ERMA and possibly putting an amphitheater there.
  - Met with Brian Pattinson regarding sound systems, district-wide.
  - Met with Bill Falcon from EF Printing, along with Mike Ward and Sandy Bechtel. The latest survey from Piper Jaffrey shows that there are a lot of people that prefer to have information sent to their houses via print products.
  - Met with Bill Adamo and John Mark to discuss various issues with grounds and maintenance around the district.
  - Modeling is the most important tool in the toolbox, so he is piloting Office 360 and OneNote installed on his office computer and laptop. He has celebrated and been challenged. He is reporting back to the Technology Department to handle all the predictable glitches now, before we have a district-wide implementation.
  - Attended goal setting confirmation meetings with all central office administrators. Their goals were set in July.
  - Attended the PSESD Superintendent meeting.
  - He is a Washington Association of School Administrators (WASA) Board member and attended his first WASA Metro Leadership meeting – he is one of about 28 people on the board.
  - Did an observation on Heather Sánchez and met with her Seattle Pacific University (SPU) supervisor, John Bond. Heather is working on her principal professional certification.
  - Attended the Senate Education Listening Tour at the PSESD with about 18 legislators present. The audience was filled with over 325 people in attendance.
  - Attended the Board Leadership Meeting – minutes will be coming later.
  - He attended the TRI Day training at Tolt Middle School, which focused on Performance Task Scoring. He commended Principal Chris Lupo, who was right there attending the trainings with his staff.
  - Attended the Board Roundtables – he commended Ms. Bechtel for her organization with the Board Roundtable sessions.
  - He is looking forward to the Washington Educators Conference, which will be held in Bellevue on October 25-26, 2015.

Ms. Van Noy thanked Dr. Smith for his great report and commented that Dr. Smith has been busy!
ADJOURNMENT

There being no further business, Ms. Van Noy, Board President, adjourned the October 27, 2015, Board meeting at 8:28 PM.

Carol Van Noy 11/16/15
Board President

Board Secretary

MINUTES PREPARED BY

Sandy Bechtel, Recording Secretary to the Board of Directors.