

**RIVERVIEW SCHOOL DISTRICT NO. 407**  
**Minutes of Board of Directors' Meeting**  
**November 28, 2017**  
**Duvall, WA 98019**  
**Educational Service Center – Board Room**

**CALL TO ORDER AND FLAG SALUTE**

Carol Van Noy, Board President, called the meeting to order at 7:00 PM, followed by the Pledge of Allegiance. Robert Watkins, Easton Farrell, Kian Darrington, and Jason Brimley from Boy Scout Troop 534 led the Pledge of Allegiance.

**MEMBERS PRESENT**

Ms. Van Noy, Ms. Oviatt, Mrs. Parnell, and Mr. Edwards  
Student Representative: Sophie Paradis and Delaney Tobin

**MEMBERS ABSENT**

Ms. Fletcher

**CARNATION ELEMENTARY STUDENT PRESENTATION**

Carnation Elementary Principal, Chris Lupo, came forward with First Grade Teachers Erika Dix and Shana Randall to go over their reading program. This program teaches students strategies for comprehending text and teachers are able to zero in and focus one-on-one with their students. They just finished up their first unit and explained the different ways students can find answers when they get stuck on a word. They showed posters they have around the classroom that show students how to build good reading habits. They are: take a sneak peek at the beginning; read more and more; reread to smooth out your voice; check your sneak peek; read more and more and keep track; scoop up words in phrases, do something at the end; set goals; and reread to see more. Then the following first grade students came up to read books to the Board: Chase Rindal, James Glover, Lillian Kisslo, and Bennet Gibbs. The Board, Superintendent, and Student Reps were all very impressed by each student's reading abilities at such a young age!

Ms. Van Noy thanked the students and teachers for their presentation.

**COMMUNICATIONS, AGENDA ADJUSTMENT AND HEARING OF PUBLIC**

**Student Representative Report**

Ms. Paradis and Ms. Tobin reported on the following events at Cedarcrest High School:

**Robotics** had their first FTC (FIRST Tech Challenge) competition at Cedarcrest, and it is the first event out of three season events. They had five teams compete and out of those teams, two placed in the top five and one of them placed first. Their next competition is this Saturday at Cedarcrest High School.

## **Student Representative Report (Continued)**

**Robotics (Continued):** Other than that, they have been preparing for the upcoming FRC season by replacing their old drive station and competition pit. They are announcing the rules and briefings for this year's competition in a couple of months.

**FBLA (Future Business Leaders of America)** is currently planning for their Winter Conference. They are starting a Yankee Candle fundraiser, as well as a business clothing drive. In the business clothing drive, they are asking for donations of business attire. This will allow the Cedarcrest FBLA Chapter to keep a "closet" that will hold business attire for Cedarcrest students to access for professional attire needs, such as job interviews and presentations. FBLA is hosting a holiday party on December 14<sup>th</sup> at 4:00 PM, which is open to all CTSO members. FBLA's expresso stand, Growling Grounds, is in the process of buying a new expresso machine to replace their current one.

**TSA (Technology Student Association)** just got back from their Fall Leadership Conference. They are still preparing projects for the state conference. In addition, the officer elections start in a week.

**ASB (Associated Student Body)** is currently planning for the holiday assembly. They are working extremely hard on the Winter Formal and are hosting Interhigh with various KingCo and WesCo schools on Thursday. They also chose the holiday spirit days. In addition, every ASB member is choosing a week of the school year to "own" and they have to decide something fun to do that week.

**Link Leaders** did a Halloween themed scavenger hunt during the Freshmen advisories to get them in the spooky spirit during the week of Halloween. They used questions about the staff at Cedarcrest and Halloween. Students had to match the correct answer to the correct question on sheets that were hung on the walls throughout their advisory classroom. Whoever finished first with all of the correct answers got a candy prize!

**DECA** recently attended the fall leadership conference in Bellevue allowing members to participate in workshops and mock competitions while also attending conferences and a marketing fair. They are now working on promoting multiple fundraising opportunities such as the Power Packs donation drive and the annual CHS DECA Fun Run.

**Speech and Debate** has been focusing on getting new members to join the club and looking for members to fill the two open officer positions. They have also started to look into fundraising ideas in order to raise funds so the club can continue to grow.

**RAK (Random Acts of Kindness)** recently held their personal products drive in which students donated items such as shampoo, lotion, feminine hygiene products, deodorant, and toothpaste to those in need since these items are not able to be purchased using food stamps. They are also looking into selling their "Choose Kindness" shirts at Tolt to spread kindness from the high school into the middle school, however they are still working out the details as to when and how this could happen.

**GSA (Gay Straight Alliance)** has been collaborating with the CHS Film Appreciation Club to plan a movie night sometime in early December. They are also looking forward to work with the diversity club for the fourth year in a row to plan the diversity assembly that will take place in January.

## **Student Representative Report (Continued)**

**NHS (National Honor Society)** successfully held their annual fall blood-drive on November 15<sup>th</sup>. They have also welcomed new members into the club and are planning to hold an induction ceremony sometime in the upcoming weeks. Their next event that they will be hosting is the annual Foodball. The foodball will take place during the first week of December and all non-perishables collected will be donated to Hopelink in Carnation.

## **Board Communications**

Ms. Van Noy explained that Dr. Smith is absent tonight, due to attending a 54-year career of band directing celebration for his favorite high school band teacher, Ken Noreen. Dr. Smith is actually playing trumpet in a wind ensemble tonight at the celebration. Janet Gavigan, Assistant Superintendent, is taking Dr. Smith's place tonight. Ms. Van Noy also excused Ms. Fletcher from tonight's meeting, as she is out of town.

Ms. Paradis said she really enjoyed the WSSDA (Washington State School Directors' Association) Annual Conference in Bellevue. She learned many new things and had fun spending time with the Board. She has been taking pole-vaulting lessons in Seattle to prepare for the upcoming track season. She had a fun Thanksgiving at her house where they hosted about 14 people. She has been doing a lot of homework to keep up her grades.

Ms. Bechtel also enjoyed watching the School Board and Student Representatives present at the WSSDA Annual Conference on Student Voice. The students outshined the Board and did an amazing job! Our district is very lucky to have such fine representatives. Ms. Bechtel was able to join the Board for one of the WSSDA sessions on legislative updates and went out to dinner with them.

Ms. Tobin also enjoyed attending her first WSSDA Conference and enjoyed listening to all the speakers. She had a fun Thanksgiving with her family and her sister came home from college. Her sister brought along her roommate, Eve, from Hawaii, who is staying with them for a week. She is busy babysitting and doing homework.

Mrs. Parnell definitely enjoyed this year's WSSDA Conference. She hosted Thanksgiving at her home for 21 people. Her oldest son was home from college and he brought along his roommate. It is always fun to share your traditions with other people.

Mr. Edwards reported that our Student Reps just stole the show at the WSSDA Conference. Our district has a reputation for being one of the best Student Rep Programs in the state and it was fun doing their first presentation on Student Voice at the WSSDA Conference.

Ms. Oviatt commented that this WSSDA Annual Conference was the best she has ever attended with great sessions. Thanks to Ms. Bechtel for filming their Student Voice presentation so we could watch it later. Our Student Reps rocked the floor! Ms. Oviatt hosts a breakfast for the Student Representatives from around the state. They also had a meet and greet where she asked them to tell the audience a leadership concept they learned at the conference. Each person came up with something different and she was very impressed. They asked many questions to our Board and Student Reps about how to talk to other Board members and asked for our advice.

## **Board Communications (Continued)**

Ms. Oviatt reported that the WIAA (Washington Interscholastic Activities Association) Executive Board met at the WSSDA Conference and their Executive Director, Mike Colbrese, announced he is retiring after 25 years with WIAA. The WIAA Board now needs to start a search for a new director, which will be a big change. This past Monday, Ms. Oviatt taught a civics lesson to a Transition class at Interlake High School on how to vote. Prior to tonight's Board meeting, Ms. Oviatt talked with Boy Scout Troop 534 as part of earning a civics badge. She told them about the Board and answered any questions they had.

Ms. Van Noy also enjoyed attending the WSSDA Annual Conference. Prior to tonight's meeting, the Board attended their second Board Work Study on levy propositions for February 2018 with Ruby Perez, Director of Business and Operations. She had a brief meeting with Representative Kathy Lambert about kids and youth and the results of the Youth Survey with our district and Snoqualmie Valley. On December 1<sup>st</sup> Ms. Van Noy will start mentoring a student at Carnation Elementary.

## **Hearing of the Public**

No one signed up or came forward 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 17-49:** To approve the November 28, 2017, Consent Agenda, as presented (Ms. Oviatt and Mrs. Parnell). Motion passed unanimously.

Approval of the Regular School Board Minutes for November 14, 2017, and Board Work Study Minutes for November 14, 2017.

### Approval of Warrants.

General Fund Warrant No. 204628 through No. 204688 in the amount of \$123,106.78; and direct deposits of \$130,192.04 and \$1,707.54, for a total of \$131,899.58. Capital Projects Fund direct deposits of \$907.18 and \$60.03, for a total of \$967.21. ASB Fund Warrant No. 204689 through No. 204700 in the amount of \$4,220.96; and direct deposits of \$2,051.72 and \$165.58, for a total of \$2,217.30. Total Payroll for November 15, 2017, was \$53,639.59, which includes General Fund Warrant No. 204701 through No. 204705 (Employee Warrants) in the amount of \$1,204.45; and direct deposits of \$40,390.01.

### Approval of Personnel Actions.

### Approval of Service Contracts.

### Approval of Donations.

Ms. Van Noy acknowledged the very generous donations by the following:

- Teresa & Dean Renner and Family donated \$1,065.00 to the Cedarcrest Marching Band for a parade banner.
- Stillwater PTSA donated \$8,167.93 to Stillwater Elementary for school grants.

## **BUSINESS**

### **Riverview Education Foundation (REF) Grant Awards for Season I**

Sue Davenport, Interim President from the Riverview Education Foundation (REF), came forward to present a check for \$32,302.38 to fund grants in Season I. She introduced the following REF Board members in attendance tonight: Kim Piira, Linda Rubin, Dustin Green and Ex Officio, Mike Ward. A total of 32 grant requests were received with 5 of the total 7 schools applying. REF awarded 21 grants to those that met the criteria. REF will now work on awarding grant money for District Initiatives. The REF Evening for Education Dinner and Auction will be held on Saturday, January 27, 2018, from 5:30 to 10:00 PM at the Bellevue Marriot. Their emcee this year is Board Director, Lori Oviatt.

Mr. Edwards commented that the REF Board inspires him, as they are altruistic people. Thank you for all you do.

**Motion 17-50:** To approve the donation of \$32,203.38 from the Riverview Education Foundation to fund 21 educational grants for Grant Awards Season I (Ms. Oviatt and Mr. Edwards). Motion passed unanimously.

### **Resolution 17-05, Four-Year Replacement Educational Programs and Operations Levy**

As previously discussed in previous Board work studies and meetings, the Board is authorizing a ballot resolution for a 4-Year Replacement Educational Programs and Operations (EPO) Levy Proposition #1 on February 13, 2018. Ruby Perez, Director of Business and Operations, and Cynthia Weed from K & L Gates, briefly explained that this proposition is to fund district programs that the state does not fund. The total amount we are proposing for the EPO levy is lower than the amount we collected for the EPMO levy during the last four years.

**Motion 17-51:** To approve ballot Resolution 17-05, Four Year Replacement Educational Programs Maintenance and Operations Levy Proposition No. 1, to be placed on the February 13, 2018, election ballot, as presented. This will be in the amount of \$8,450,000, at an estimated tax rate of \$1.93 per \$1,000 assessed valuation in 2019; \$7,800,000, at an estimated tax rate of \$1.65 in 2020; \$7,820,000, at an estimated tax rate of \$1.53 in 2021; and \$7,820,000, at an estimated tax rate of \$1.42 in 2022 (Mr. Edwards and Mrs. Parnell). Motion passed unanimously.

### **Resolution 17-06, Four-Year Replacement Technology Capital Projects Levy**

This proposition has been previously discussed in Board work studies and meetings. Ruby Perez explained that this levy will provide direct funding for technology, which the State of Washington does not currently fund. This levy will also allow the district to purchase replacement portables, add portables, and add safety and security upgrades.

**Motion 17-52:** To approve Resolution 17-06, Four Year Replacement Technology Capital Projects Levy Proposition 2, as presented. This will be in the amount of \$2,845,000, at an estimated tax rate of \$0.65 per \$1,000 assessed valuation in 2019; \$2,845,000, at an estimated tax rate of \$0.60 in 2020; \$2,845,000, at an estimated tax rate of \$0.56 in 2021; and \$2,845,000, at an estimated tax rate of \$0.52 in 2022 (Mrs. Parnell and Ms. Oviatt). Motion passed unanimously.

## **Resolution 17-07, Transportation Vehicle Fund Levy**

As previously discussed in Board work studies and meetings, the Board is authorizing a ballot resolution for a 2-Year Transportation Vehicle Fund Levy Proposition #3 on February 13, 2018. This levy funds new and replacement school buses to retire old buses and serve our growing student enrollment. The district has not run a transportation levy since 2009.

**Motion 17-53:** To approve Resolution 17-07, Transportation Vehicle Levy Fund Proposition 3 as presented. This will be in the amount of \$640,000, at an estimated tax rate of \$0.15 per \$1,000 assessed valuation in 2019; and \$640,000 at an estimated tax rate of \$0.14 in 2020 (Ms. Van Noy and Ms. Oviatt). Motion passed unanimously.

*Editor's Note:* More information on the February 2018 levy propositions can be found on the district's website by clicking on this link: [February 2018 Levy](#) and [Levy Brochure](#).

## **Strategic Plan Status**

### **Goal 1: Increase the academic achievement of all students.**

Object 1A. Develop a collaborative process integrating department perspectives to focus on student outcomes.

Task 2: Continue work of three-year plan for collaborative work among Teaching and Learning, Student Services, and Technology departments. Dr. Randy Stocker, Director of Teaching and Learning, reported that the Teaching and Learning foundation work with Student Services is as follows:

- Continue to work together to bring Student Services into District training days, resulting in professional learning for Student Service building-level staff.
- Brought district Title I, LAP (Learning Assistance Program), and ELL (English Language Learners) into their PLL (Professional Learning Leaders) learning.
- Worked with Student Services on assessment and OSPI (Office of Superintendent of Public Instruction) reporting practices.
- Ongoing conversations regarding reconfiguring the Summer School program.

For Information Technology, the Teaching and Learning foundation work is as follows:

- Worked together on Digi Day, framing our work together as “We are supporting you where you are.”
- PLL support with student-issued devices at Tolt Middle School.
- Co-crafted district communication with Chris Collins, Director of Information Technology.
- Developing an adaptive Professional Learning plan for Tolt Middle School due to student-issued devices rollout.

For Human Resources, the Teaching and Learning foundation work is as follows:

- Janet Gavigan, Assistant Superintendent, Human Resources (HR), and Donna Reier, HR Coordinator, came to a PLL meeting to learn about our work, both from a Teaching and Learning lens and a role in supporting the collective bargaining agreement.
- Janet Gavigan, Donna Reier, Randy Stocker, and the PLL's began brainstorming how to build courses to address STEM certification requirements.
- Working with HR in developing courses for district-directed professional learning days.

## **Strategic Plan Status (Continued)**

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

Task 2: Provide professional learning that includes instructional differentiation for all students. Dr. Stocker reported that there are some initiatives in play. The Tolt Middle School student-issued devices had Mark Klune and Tracie Kelly supporting teachers and getting everything set up. Units of Study has teachers meeting students where they are and thinking with more of a student voice. Professional learning on Concept Maps was held at Cedarcrest High School. Center for Educational Effectiveness (CEE) came out and showed integrated student data dives that look at student growth by cohort and can follow a student from elementary to middle school. They can also disaggregate students that only came from our district versus those that came from other districts.

Ms. Van Noy commented that the student data dives also enhances professional development for teachers as well. Dr. Stocker agreed and said it is pretty fascinating.

Ms. Van Noy thanked Dr. Stocker for his updates.

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

Objective 3A. Manage all aspects of the district's Safety and Emergency Operations Plan.

Task 1: Recruit, select and retain highly qualified staff to increase student learning and report turnover/retention data. Janet Gavigan, Superintendent, Human Resources (HR); Donna Reier, HR Coordinator; and Stacy Cook, HR Specialist, presented with a PowerPoint presentation. This past year we had 76 open positions filled. A total of 30 certificated staff joined Riverview, bringing 248 years of combined experience. This year we hired an additional 6.6 certificated FTE, 3.29 classified FTE, and .4 administrative FTE. Turnover data was also shared with the Board. For certificated staff, we had a turnover percentage of 11.17%, which is lower than 12.7% in 2015-16 and 13.74% in 2014-15. This drops down to 10.19% if you take out retirements. Classified turnover is 8.0% this year, as compared to 8.28% last year and classified exempt turnover has remained steady at 0% for the past three years. We had some movement in certificated and classified administrators, which created 31.25% and 16.67% turnover rates respectively.

The HR Department was busy attending the Education Career Fair in Tacoma, as well as visiting Central Washington University and Western Washington University career fairs. The HR Department also held their first Community Job Fair with 21 local vendors, which was very successful. A number of Riverview students came to apply for jobs and many were interviewed and hired for summer positions.

Most applicants learn about Riverview from district employees and the Riverview website (about 74%). About 11% learn about us from community members and 9% from career fairs. A total of 484 applicants applied for jobs in our district this past year. In addition, the HR Department processed 362 volunteer applications this year and currently have 1,456 total qualified volunteers for Riverview schools.

The HR Department continues to learn and here are a few of the pointers:

- Our own community is our best marketing tool.
- Career/Job Fairs give us statewide exposure and face-to-face by increasing venues.
- More people know about our district, as potential candidates seek us out at career fairs.

## **Strategic Plan Status (Continued)**

The HR Department also:

- Continues to use social media as it generates applicants and inquiries, while a new nationwide recruitment product resulted in very few referrals.
- Believes recruiting goes beyond positions available, as increasing volunteers in our schools continues to be a way to resource volunteers to be substitutes or apply for open positions.

Finally, the HR Department is working on a recruitment video that uses our own students creating the video while being trained by a former student. This video will feature Riverview employees and what makes our district such a great place to work.

Ms. Van Noy thanked the entire HR Department for their amazing presentation.

## **Policy 5045, Hiring of Retired School Employees – Second Reading**

Policy 5045, Hiring of Retired School Employees, is being revised to provide clear information about hiring retired school employees and has been recommended by the district's legal advisors. This is the second reading.

**Motion 17-54:** To approve the revision of Policy 5045, Hiring of Retired School Employees, as presented for First Reading (Ms. Van Noy and Mr. Edwards). Motion passed unanimously.

## **REPORTS**

### **WSSDA Annual Conference Report**

Ms. Paradis commented that she enjoyed the keynote speakers, especially Dr. Jamie Vollmer about stopping and reflecting on whether you have a positive attitude with your students. It is important for teachers to have a positive attitude because if they seem like they do not want to be there, then the students will follow that example and not be excited about learning. A positive attitude can apply to other aspects of your life to be successful and form good relationships. Craig Boykin was also very inspiring and Ms. Paradis attended his breakout session called "Helping School Directors Overcome Cultural Poverty, Disengaged Parents, and Apathetic Students in your School Districts." He explained that students come from all different backgrounds and that is why some have such difficulty. He went to college and one of his teachers really helped turned his life around. If you show people kindness, it can help them. Ms. Paradis and Ms. Tobin went to the Eatonville School District presentation on "Leading with the Whole Child in Mind, Body, and Heart." They hold kindergarten classes outdoors once a month on their own farms with animals and teach them how to grow plants. This uses kinesthetics, which is important for keeping students motivated. She also enjoyed former Student Rep, Pascal Nagata, joining them for some of the conference.

Ms. Tobin said she also liked Craig Boykin saying you cannot immediately judge someone based on his or her background. Treat all students like they are going to succeed, so they do not give up. She also went to a session on kids and poverty, which made her very thankful for her own family.

## **Student Representatives Dismissal**

Ms. Paradis and Ms. Tobin were dismissed at 8:37 PM.

## **WSSDA Annual Conference Report (Continued)**

Ms. Oviatt presented twice, with one being with the WIAA (Washington Interscholastic Activities Association). WIAA originally had two sessions scheduled, but they combined them into one session called, “The School Director’s Role in WIAA’s Mission.” This seemed to work out and they had some interesting questions at the session, which will be followed up with later. The Cascade Conference is blowing up and where do the schools go now? She attended “Hot Topics in Education” with Chris Reykdal, State Superintendent for the Office of Superintendent of Public Instruction (OSPI), and Tim Garchow, Executive Director for WSSDA, which was fun and educational. She also attended a session on gender identity put on by the Bellevue School District, which was fascinating.

Mrs. Parnell said the highlight was Riverview’s presentation on Student Voice and she would like more opportunities to do this. She also commented that she needs to work on picking better sessions to attend! She attended “Incorporating Student Voice in Race and Equity” presented by Mary Fertakis, who recently retired from the Tukwila School Board. Tukwila created an Ethnic Studies class to add to their eighth grade social studies curriculum. Three students that formed an Ethnic Equality Club worked on developing policy around this.

Mr. Edwards said this was a terrific conference. He enjoyed the “Hot Topics in Education” and commented that we are so fortunate to have Chris Reykdal at OSPI because he has served as a legislator and is a former teacher. He has seen McCleary from all different angles. Tim Garchow did an amazing job with WSSDA leadership and his board and staff all love him because he is all about kids. Mr. Edwards attended Craig Boykin’s session and keynote, which made people realize that you cannot look at someone and assume they have a privileged background. After the keynote, Mr. Edwards was able to share with Mr. Boykin about their similarities growing up, which was terrific.

Ms. Van Noy said ditto to everything the Board members already said. She attended a session called, “Governing Differently: Lessons from High Performing Districts” by two Montana professors. We actually follow that model here, which is Community Engagement, Board Governance, Engagement, Superintendent/District Leadership, and Principal and School Leadership. It felt good to know that we are already doing these things. The conference was great and she really enjoyed the last two keynote speakers. She also loved presenting on Student Voice.

Ms. Van Noy reminded Board members of the Board Breakfast Work Study on Friday.

## **Superintendent’s Report**

Since Dr. Smith is not here tonight, there is no Superintendent’s Report. However, Ms. Gavigan did comment that she is honored to work with a Board of Distinction. She loves her HR Team and new Superintendent’s Cabinet Directors. She loves working here and commented that this Board does more here than any other Board she knows of.

Ms. Van Noy thanked Ms. Gavigan for filling in for Dr. Smith tonight.

**ADJOURNMENT**

There being no further business, Ms. Van Noy, Board President, adjourned the November 28, 2017, Board meeting at 8:57 PM.

Carol Van Noy

Board President

Dr. Anthony J. Smith

Board Secretary

**MINUTES PREPARED BY**

Sandy Bechtel, Recording Secretary to the Board of Directors