

Monroe Public Schools
Board of Directors Regular Meeting – September 28, 2009
Administration Building – Monroe, Washington

Present: President Greg Accetturo, Vice President Jamie Wright, Directors Debra Kolrud, Tom MacIntyre and Jim Scott, Superintendent Ken Hoover, other district staff, and patrons of the district

Late Arrival: Mr. Accetturo arrived at 5:16 p.m.

A full audio recording of this meeting is available on the School Board page of the district website at www.monroe.wednet.edu

Call to Order

Vice President Wright called the meeting to order at 5:02 p.m.

Board Workshop

The Directors and Superintendent Hoover participated in a workshop on the following topics:

- Capital Bond and Levy Planning with Assistant Superintendent John Mannix, Maintenance Director Mr. Ralph Yingling and Transportation Supervisor Mr. Kirk Scarboro.
- District Improvement Plan led by Assistant Superintendent Dr. Fran Mester.

Recess / Meeting Reconvened

The meeting was recessed at 6:55 p.m. for a break.

Call to Order

President Accetturo called the meeting to order at 7:01 p.m. with the Pledge of Allegiance.

Approval of Agenda

Mrs. Wright moved that the Monroe School District Board of Directors approve the agenda dated September 28, 2009 as presented. The motion was seconded by Mrs. Kolrud and approved with a 5/0 vote.

Consent Agenda

Mr. MacIntyre moved that the Monroe School District Board of Directors approve all items as listed and presented in the Consent Agenda dated September 28, 2009. The motion was seconded by Mr. Scott and approved with a 5/0 vote. The following consent items were approved:

- Accounts Payable Vouchers
 - General fund vouchers #185669 through #185778 in the total amount of \$176,325.13
 - General fund vouchers #190057 through #190147 in the total amount of \$182,745.46
 - ASB fund vouchers #480684 through #480698 in the total amount of \$45,213.41
 - ASB fund vouchers #490000 through #490015 in the total amount of \$13,797.92
 - Capital projects fund vouchers #280045 through #280048 in the total amount of \$715,109.44
 - Transportation vehicle fund voucher #990000 in the total amount of \$292,682.94
- Minutes of the September 14, 2009 Regular Board Meeting
- Personnel report which included:
 - Appointments (certificated)
 - Cory Kellogg, long term substitute block teacher for Monroe Middle School
 - Maggie Smith, part time music specialist for Monroe High School
 - Appointments (classified)
 - Magon Hamilton, assistant girls basketball coach for Monroe High School
 - Helen Hutson, long term substitute secretary for Monroe High School
 - Jeri Simon, long term substitute paraeducator for Monroe Middle School
 - Resignation
 - Jaci Cummings, music specialist for Monroe High School, effective September 12, 2009
 - Priscilla Weaver, paraeducator for Monroe High School, effective September 17, 2009
 - Melonie Claybrook, secretary for Monroe High School, effective October 16, 2009
 - Leave of Absence
 - Cynthia Dewey, paraeducator for Salem Woods Elementary School, beginning September 9, 2009, not to exceed one year
 - Ann Jule, teacher for Monroe Middle School, beginning September 1, 2009, not to exceed one year
 - Judy Yri, teacher for Frank Wagner Elementary School, beginning September 21, 2009, not to exceed one year
 - Other
 - Thomas Hancock, teacher for WAVA, increase from .200 to .500
- Agreement with Lakewood School District #306 for OSPI Drug & Alcohol Funds
- Authorization to Issue 2009/10 Coaching Supplemental Pay Authorizations
- Salary Schedules for 2009/10
 - Non-Represented Employees
 - PSE Salary Schedule A
 - Administrator Salary Schedule
 - Principal Salary Schedule
- General Fund payroll for September 2009 in the amount of \$3,673,441.88
- Dates for 2010 Graduation Exercises
 - Leaders in Learning - Thursday, June 10, 2010
 - Monroe High School - Saturday, June 12, 2010
 - Sky Valley Education Center - Saturday, June 19, 2010
 - Washington Virtual Academy (WAVA) - Sunday, June 6, 2010

Board Reports / Comments / Suggestions

Student director Matt Hopkins shared a report highlighting student events throughout the district.

Superintendent and Staff Reports

Summer School Report

Director of Operations and Support Services Mr. Alan Sall shared that summer school was successful in terms of student achievement although enrollment dropped off from prior years. The high school proved to be a wise choice of site due to unusually hot summer weather. Mr. Sall shared that the staff did an outstanding job under the supervision of Elaine Hellwig in her third year as on-site administrator. One highlight was the increased enrollment in the Culminating Project class. Approximately \$20,000 of the funding came from I-728 and the remainder from tuition. Mr. Sall noted that he believes the program ended the year within budget.

Improving Student Achievement

Dr. Hoover shared that meetings were held with all principals this week to review their student achievement data, discuss how this information is being used in the schools to impact student learning and review draft Learning Improvement Plans. In attendance at these meetings were Assistant Superintendent Dr. Fran Mester, Student Services Director Mrs. Lara Cole and Instructional Services Director Mrs. Ginnie Ayres. Dr. Hoover, Dr. Mester and Mrs. Cole shared highlights from the data reviews.

Fiscal Report

Executive Director of Fiscal Services Mrs. Brenda Hunt presented a fiscal report to the board for the month ending August 31, 2009. Mrs. Hunt's fiscal report included graphs showing enrollment trends, net cash at county and revenues to expenditures. A copy of Mrs. Hunt's fiscal report is on file at the district office in the board reference file.

Enrollment Report

Executive Director of Personnel Services Ms. Nancy Martin shared a report which provided information related to enrollment and class size at the elementary and secondary level. Ms. Martin reviewed the overload trigger information which when reached, gives teachers the choice of receiving additional funding, funding for supplies or paraeducator support. Mrs. Martin also highlighted where paraeducator support has been provided by the district.

Washington Virtual Academy (WAVA) Enrollment Report

Washington Virtual Academy (WAVA) Academic Administrator Mr. Mark Conley shared information regarding WAVA's current enrollment, which included a review of the disparity

between actual enrollment and previous enrollment projections and the fiscal implications of their current staffing plan as it compares to their actual enrollment. Mr. Conley shared that enrollment closes on September 30 and there are several students waiting to enroll. Mr. Conley explained that the school moved to a new enrollment system over the summer and special education students are not yet in the new database. The directors requested that WAVA notify them of enrollment issues in advance if possible. Mr. Conley shared that advisors are assigned to track student attendance and teachers are assigned to track student progress.

Audience Comments

There were no audience comments.

Business

Consideration of Washington Virtual Academy (WAVA) ASB Constitution

Mr. Conley shared that WAVA must have an ASB Constitution in place in order to be able to offer a number of programs and clubs to the student body, as well as to have an Associated Student Body. Washington Administrative Code, Section 392-138 states that the purpose of an ASB Constitution is to encourage the supervised self-government of the associated student bodies, and that the formation of an associated student body shall be mandatory and a prerequisite whenever one or more students of a school district engage in money-raising activities with the approval and at the direction of or under the supervision of the district.

Mr. Conley noted that Monroe Public Schools policies were used to create the proposed document as well as the ASB Constitution for Monroe High School, Everett, Lake Washington and several virtual schools. It was suggested that further work be done at the district level and a recommendation brought back to the board.

Consideration of Revisions to Policy and Procedure 4295 – Interscholastic Activities – First Reading

Athletic Director Mr. Brett Wille presented a first reading of the Interscholastic Activities Policy and Procedure. Mr. Wille shared that changes to the Athletic Code were presented to the board 13 months ago and since that time changes have been made so the document is easier to follow. A committee met four times over the past year to review the document from start to finish. Executive Cabinet, high school advisors and all staff with a vested interest in the policy and procedure had the opportunity to provide input. Mr. Wille reviewed the proposed revisions with the directors.

Mr. Wille will incorporate feedback received from the directors and return for a second reading at the October 12, 2009 Regular Board Meeting.

Consideration of New Policy and Procedure #5434 – Concussion and Head Injury in Youth Sports (First Reading)

Assistant Director for Health Services Mrs. Mary Myers shared that the Zackery Lystedt Law EHB 1824 requires school districts to work with the Washington Interscholastic Activities Association (WIAA) to establish guidelines for concussion and head injury management, including removal from play of an athlete suspected of having a concussion or head injury; training of coaches and volunteers prior to assuming coaching duties; completion of a concussion and head injury information sheet, signed and returned by the athlete's parent and the athlete prior to the athlete participating in practice or competition.

Mrs. Myers shared that the law also requires nonprofit organizations conducting sports activities on school grounds to comply with the guidelines. A new paragraph has been added to Policy 9500 - Use of District Facilities which states that nonprofit youth organizations engaged in sports activities and using school facilities must provide a written statement of compliance with legal requirements for the management of concussion and head injury in youth sports as required by RCW 28A.600.

Mrs. Myers noted that the period for a valid physical examination increased to two years, determined by the WIAA after a very lengthy discussion and much of the final decision was driven by financial hardship (physicals are not covered on an annual basis by many insurance companies). The new athletic information packet now has a student athlete questionnaire to be updated annually; this is becoming standard practice rather than the annual physical.

Mrs. Myers shared that she worked with Athletic Directors Mr. Brett Wille (high school) and Mr. Joe Delp (middle) as well as the district's athletic trainer Ms. Jen Carrol. All forms that were developed have been reviewed by Risk Management.

Dr. Hoover shared that administrators will be supported to ensure compliance is handled at the buildings. Dr. Hoover also noted that it is obvious that many staff members have worked hard on this and it is very nice to hear reports of how so much is in place already.

Consideration of Resolution #7-2009 – Small Repair Grants from OSPI

Assistant Superintendent Mr. John Mannix shared that the Office of the Superintendent of Public Instruction has awarded three grants to Monroe Public Schools totaling \$18,000 under their Small Repair Grant Program. These grants will provide required natural gas line seismic shut-off valves at two schools, and backflow prevention valves at two schools.

Mrs. Wright moved that the Monroe School District Board of Directors approve Resolution #7-2009 authorizing Dr. Hoover, Mr. Mannix and Mrs. Hunt to sign documents relating to the Small Repair Grant projects, and stipulating that all applicable public works requirements will be met. The motion was seconded by Mr. Scott and approved with a 5/0 vote.

Board Comments

Dr. Hoover asked the directors which day they would like to attend the WSSDA Conference. Each director expressed interest in attending on Thursday, November 19, 2009.

The directors discussed their plan to deliver apples to all staff members. One director will go to each building to represent the board.

Dr. Hoover asked the directors if they would like to bring forward a Resolution opposing Initiative 1033. Dr. Hoover received information about this at a meeting he attended in Marysville with local legislators last week. The directors requested additional background information which will be provided to them.

Executive Session

At 10:12 p.m. the directors entered into an Executive Session to review the performance of an employee.

Adjournment

At 10:15 p.m. the meeting was reconvened in open session and promptly adjourned by President Accetturo. There was no further board action.

Respectfully submitted,

Pamela Swanburg
Recording Secretary
