

Wenatchee School District No. 246
Wenatchee, Washington
Minutes of February 10th, 2009 Regular Board Meeting

Board

Staff

Laura Jaecks, President
 Walter Newman, Vice President
 Jesús Hernández
 Kevin Gilbert
 Chuck Largent

Brian Flones, Superintendent

REGULAR MEETING – 7:00 p.m.

Ms. Laura Jaecks, Board President, opened the regular board meeting at Wenatchee High School at 7:00 p.m., with the Pledge of Allegiance led by Special Ed student, Nick Spoonemore.

II. CONSENT AGENDA

Ms. Laura Jaecks asked for a motion to approve the consent agenda, motion made by Kevin Gilbert and seconded by Walter Newman and the motion carried.

The following items are in the consent agenda:

1) **MINUTES** of the Regular Board Meeting on January 27th 2009

2) PERSONNEL REPORT:

PREPARED BY: Steve Cole, Assistant Superintendent of Human Resources

SUBJECT: **PERSONNEL REPORT: FEBRUARY 10TH 2009**

3) VOUCHERS:

Date: February 10 th 2009	VOUCHER REGISTER #	AMOUNT TOTAL
General Fund:	28332-28542	\$401,765.86
Capital Projects	304-305	\$5,153.50
ASB Fund:	3599-3639	\$44,017.48
2008-2009 FUND		

4) CONTRACTS:

Date	New or Renewal or Revision	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract	Approved by Les?	PO Required?
02/03/09	Renewal	Highline Convalescent Center	Affiliation Agreement for Health Occupation Student Clinicals	N/A Budget Code	2008/2009 School Year	Maggie Bailey/Cindy Johnston	Yes	No
02/03/09	Renewal	Colonial Vista Care Center	Affiliation Agreement for Health Occupation Student Clinicals	N/A Budget Code	2008/2009 School Year	Maggie Bailey/Cindy Johnston	Yes	No
02/03/09	Renewal	Cashmere Convalescent Center	Affiliation Agreement for Health Occupation Student Clinicals	N/A	2008/2009 School Year	Maggie Bailey/Cindy Johnston	Yes	No

Date	New or Renewal or Revision	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract	Approved by Les?	PO Required?
01/28/09	Renewal	AVID Center	Annual site licenses for WHS, Orchard, Foothills and Pioneer	\$12,100 Budget Code 7911 27 5050 000	2009/2010 School Year	Terri Bawden	Yes	Yes
01/26/09	New	North Central ESD	Enhancing Education Through Technology (Cadre 1, Year 2)	\$4,000 Budget Code 5203 ...	7/01/08 - 5/30/09	Ron Brown	Yes	Yes
01/26/09	New	North Central ESD	Enhancing Education Through Technology (Cadre 2, Year 1)	\$6,200 Budget Code 5203 ...	5/01/08 - 5/30/09	Ron Brown	Yes	Yes

5. SURPLUS REPORT: ON FILE

I. WENATCHEE HIGH SCHOOL PRESENTATION:

Principal Michele Wadeikis introduced assistant principal Gracie Helm. Mrs. Helm told the story of a WSD student with Autism, Nick Spoonmore, she also introduced his teacher parapro/instructor Renee Genereux. He said the pledge of allegiance for the meeting, which was an incredible accomplishment for this very special young man. His story was very moving and the board thanked them for their efforts.

Michele Wadeikis also introduced Jim Kovach the Music Director of the WSD Jazz Band. The band entertained prior to the meeting and at the beginning. They recently won their state competition. The board thanked the students for the impressive performance.

II. WHS & WSHS ASB REPORT: WHS Principal Michele Wadeikis introduced ASB President Ben Pevin and ASB officer, Tjos Hansen. They reported to the board about activities and projects that are in the works at WHS. They have repainted the paws down the street in front of the school. They also reported details about the Janice Franz benefit talent show that is coming up February 19th and 20th. Some projects in the works are Balloon Art; President's Council; replacing ping-pong tables; Spring Fling week; and courtyard barbeques. The officers shared the details of these projects and invited the board to campus anytime. The board thanked them for the report and welcomed them back to any meeting.

III. CITIZEN'S COMMENTS: NONE

IV. RECOGNITION:

1) Sports Medicine instructor Dale Blair introduced Shantelle Nelson, but Chris Parker was not able to attend. He reported that Chris Parker and Shantelle Nelson, three-year students in the WHS sports medicine program, have been selected by National Athletic Trainers' Association National Clinical Symposium to present case study reports. Both students submitted case studies of individuals with unique medical conditions and injuries. Their abstracts were selected in a blind review with along side of those submitted by university professors, program directors, and graduate students. They are the only high school students in the nation to be accepted for this honor. Chris and Shantelle will present their case studies at the Symposium in San Antonio, Texas in June. The board congratulated the students and Mr. Flonos presented certificates to Shantelle and gave Chris' certificate to Mr. Blair. The board congratulated Mr. Blair for doing such an excellent job with his students.

2) Steve Cole, Assistant Superintendent of HR, introduced the newest recipients of the National Board Certified Teachers. He also introduce their team of mentors: Mark Woolsey, Patty Cone and Linda Holmes-Cook. Mr. Cole read the following statement:

February 10, 2009

The National Board for Professional Teaching Standards announced the 2008 National Board Certified Teachers on December 2, 2008. I am proud to announce that Wenatchee School District has three new National Board Certified teachers:

1. *Kathi Bullis at Pioneer Middle School*
2. *Allison Hurt at Lincoln Elementary*
3. *Amee Peters at Pioneer Middle School*

*"National Board Certification builds confidence in our teaching corp as well as the students and families our teachers serve."
Washington State Governor Chris Gregoire*

*"National Board Certification is the most prestigious credential a teacher can earn. Like board-certified doctors and accountants, teachers who achieve National Board Certification have met rigorous standards through intensive study, expert evaluation, self-assessment and peer review." Research is consistently positive about the impact of National Board Certification on improvements in teacher practice and areas of school improvement critical to raising student achievement."
NBPTS, President and CEO Joseph A. Aguerrebere.*

This year, Washington State ranked 3rd in the nation for the number of new National Board Certificated teachers. We rank 8th in the nation for the total number of teachers. (Currently 2,717)

Congratulations Kathi, Allision and Ammee! You are an inspiration to all of us and I believe your path will be followed by many other great Wenatchee School District certificated employees.

*Steve Cole
Assistant Superintendent of Human Resources*

Mr. Flonos read the following statement to the teachers from the board and presented them with WSD certificates of recognition and a gift.

We would like to acknowledge the outstanding accomplishment and the new status you have achieved through the National Board Certification set by the board of directors of the National Board for Professional Teaching Standards.

The American Council on Education (ACE) recognizes the National Board Certification process as comparable to graduate level coursework.

Please accept this Wenatchee School District Certificate and WDS gift as part of our congratulations and recognition for this

prestigious accomplishment.

*Wenatchee School Board of Directors
Wenatchee School District Superintendent*

The board congratulated the teachers on their accomplishments.

V. SPECIAL REPORTS & PRESENTATIONS:

1) **Communications Plan:** Teri Fink, WSD Communications Specialist, presented her plan and goals for the coming year. She gave them copies of the newsletter that was delivered that day to the homes in our community that Mrs. Fink published for WSD. She presented the following handouts as an outline for the board to follow. Mrs. Fink answered their questions as she presented the material to them.

1) Communication Plan, WSD

February 2009

Print:

Inside Wenatchee Schools

The Community Satisfaction Survey found the newspaper to be the primary source of information about WSD to the public. "Newspaper is shaping the opinion of Wenatchee citizens." (Survey, p. 28.) While the Wenatchee World will continue to be a source of communication, the WSD newsletter is reformatted to a newspaper look and feel. The format will encourage readers to view it as a reliable source of news and information. It will be published quarterly, and mailed to 22,000 households in Wenatchee and Malaga zip codes and post office boxes (previously mailed 17,000). Each issue will include:

- Superintendent message
- District issues
- Budget/Finance column
- Feature stories on students, teachers and programs
- News Briefs
- Shout Outs (short recognition of people)
- Photos

Spanish speaking community

The entire newsletter is translated into Spanish and mailed to 2,000 households, addresses provided by the Special Programs database to families who have identified Spanish as their primary language at home. Nancy Duffy also agreed to include a phone number where a Spanish-speaking receptionist would answer to take phone orders for the Spanish language copies. Copies are available at each school and the district office. Will be contacting other sources, such as the Hispanic Chamber of Commerce, to build a database for mailing.

Informe Hispano –

Spanish language free newspaper - 7,500 copies are printed and distributed by the Wenatchee World. We purchased a full page to print the Superintendent's message and a feature article (levy information for the first issue) in Spanish, along with photos and information to obtain the complete newsletter in Spanish. For this first printing, Eastmont School District asked to join us, since the message is levy-related.

Web News:

News items posted nearly every day on the home page, highlighting students, staff, and upcoming events. Articles are gathered from school newsletters, communication from administrators and teachers. Eventually would like separate News & Events on the home page, with about five current items running. Print communications will begin to direct readers to the website.

Website Renovation

Brian is creating a committee to examine a website renovation with the primary initial focus of giving parents easy and consistent access to information. To start, the committee members will include, under Brian's leadership, Ron Brown, Dave Yancey, and Teri Fink.

eNewsletter:

- Constant Contact software (used by Chelan County PUD) to create push-out eNewsletters to parents. Goal is a monthly newsletter of short articles to parents and community newsletter who sign up.
- With the WSD cabinet and input from the school board, will develop a vision for content, and how the eNews will differ from print newsletter.
- The eNewsletter will be communicated and promoted via print newsletters (both district and school), the website, and communication with school groups, such as PTSA's and PTO's.

Articles for May 2009 Inside Wenatchee Schools newsletter:

1. Professional Learning Communities
2. Math Leadership Consortium
3. Budget Finance column
4. Avid (got 2 grants at middle school) AVID – Tom Alexander, Brian Lee (survey - intervention for low achievement)

5. School Board member profile, starting with Dr. Walter Newman
6. iFrosh (WHS- survey - intervention for achievement)
7. PAWS (WHS- survey - intervention for achievement)
8. Credit Retrieval (WHS, Pete Jelsing – survey -intervention for achievement)
9. Sports recap with BJ Kuntz
10. Counseling changes at WHS (Doug Taylor – survey -student counseling)
11. Sports medicine program (Dale Blair)

The Community Satisfaction Survey found that “Communication with the Community and Managing School District Money” (Community Phone/Mail Survey Combined Report, March 2008, p.12). The survey reported “Student counseling” and “Intervention Support for Students with Low Achievement” (Survey, p. 13) as areas to improve.

Mrs. Fink asked the Board Members what topics and messages they would like included in district publications and communications? They suggested having a message paragraph from the board and a possible question and answer section for the board. Mrs. Fink agreed to look into incorporating those suggestions in the newsletter.

2) WSD Security Badges: Assistant Superintendent of HR, Steve Cole presented the following report to the board.

Wenatchee School District

Report on ID Badge Protocol – 2-10-09

1. Establish Purpose

The purpose of the identification badge protocol is to promote security and safety in the Wenatchee School District by ensuring all employees are identified.

It is the responsibility of each member of staff to ensure that a photo ID badge is worn and visible at all times while on duty unless this is not possible for safety reasons.

Employees must report loss or damage of badges to their supervisor.

2. Why ID Badges?

Reasons why the ID badge protocol is necessary:

- a. Photo ID badges help staff identify who belongs in the building and who is a guest or visitor.
- b. Photo ID's help with discipline issues with students – by having the badge students know this is a responsible adult.
- c. ID badges help students identify who is speaking to them if they have a concern.
- d. ID badges help first responders know who they are dealing with in a crisis
- e. ID badges let our community know that we take protecting our students very seriously.
- f. ID badges let school visitors know that they are talking with a staff member if they have questions or are stopped and questioned.
- g. ID badges reflect professionalism of our organization.
- h. ID badges provide good customer service

3. Where we are as a District?

- a. We currently have varying degrees of staff ID badge use.

-Most of our schools and departments have photo id badges.
 -Approximately 1/2 of our schools and departments require staff to wear id badges.
 -Some of our schools and departments do not issue photo id badges.
 -All of our schools have a volunteer check-in process and most require wearing a “visitor badge”.

- b. We have communicated to principals to encourage participation – we have been moving to mandatory compliance.

4. Where are we going with ID Badges?

- a. Acquire photo ID badges for all staff.
- b. Communicate purpose and requirement for all staff to wear id badges.
- c. Encourage and monitor compliance.
- d. Create system-wide process for substitutes and volunteers – for identification.
- e. Incorporate in to the new employee orientation process.

5. Current and Future Means for ID Badges

a. Currently Parsons Photography issues photo id badges to all staff (if requested by the building or department) at no charge to the District. If an employee misses the schedule picture day, the District can submit a photo to Parsons (Through HR) and a photo id badge will be created.

b. Future possibility of bringing the photo id process completely in-house. Our Safety and Security Department would issue photo id badges. Currently, a system that would facilitate our needs and allow us to expand use to building access costs around \$3,500.

After much discussion the board agreed that WSD will need to update the security badge system in the district. Mr. Cole said when the directive is given to the schools they will comply. They will just need to know that it is mandatory that security badges be worn by all staff and subs on school grounds. He agreed everyone should be in compliance by next school year.

VI. NEW BUSINESS:

1) WSD CFO, Les Vandervort presented the following February Enrollment report to the board.

To: Wenatchee School Board
From: Brian Flones, Superintendent
Prepared by: Les Vandervort, Chief Financial Officer
Date: February 3, 2009
Re: Enrollment Reports for **February 2009**

Exhibit A - Monthly Enrollments.

The **February 2009** count of K-12 students is **7,329.29 full-time equivalents (FTE)** including 133.50 FTE Running Start students (Running Start counts begin in October).

The *average* FTE is **7,378.79** which are 92.79 FTE above budgeted *average* FTE of 7,286. Note the budgeted enrollment is adjusted for All Day Kindergarten (ADK) funding approved by SPI after submission of the F-195 (budget).

Last year's (2007-08) **February** FTE enrollment was **7,276.28** including 88.62 FTE Running Start students. Note the February enrollment number is adjusted for ADK for comparison purposes. The actual funded FTE was 7,140.28.

Exhibit B shows the changes in our average FTE enrollment for the last ten years.

This exhibit has not yet been restated for comparison for ADK.

Exhibit C shows the monthly information in graphic form, with a comparison to last year's adjusted enrollment and 2008-09 budgeted numbers.

Also included are exhibits showing enrollment by school on file.

2) WSD CFO, Les Vandervort presented the following Budget Status report to the board.

To: Wenatchee School Board
From: Brian Flones, Superintendent
Prepared by: Les Vandervort, Chief Financial Officer
Date: January 28, 2009
Re: **December 2008** Budget Status Reports

For each of the District's five funds, the budget status report shows the annual budget, the year-to-date revenues and expenditures, and the percent received/expended. The highlighted figure at the foot of each "Actual" column is the ending fund balance for that fund.

GENERAL FUND With **33%** of the fiscal year elapsed, Total General Fund revenues were **30.7%** and expenditures were **31.1%** of budgeted amounts.

The Unreserved fund balance of **\$3,969,095** is **5.186%** of budgeted expenditures.

Restricted Fund Balance is set aside for inventory, carryovers in special programs, planned maintenance projects, unemployment reserve, and a property purchase contingency.

The district's M&O Levy for 2009 collection is \$9,602,000.

The 2009 levy rate will be about \$3.16 per thousand dollars assessed value.

The state's economic projections indicate a funding reduction for the 2009-10 and 2010-2011 school years.

The House and Senate budgets are expected to come out in March after the February 15 revised state revenue estimates.

The governor's budget proposal includes the following potential reductions for the Wenatchee School District:

1. \$670,350 reduction in I-728 funding (\$458.10 to \$364.14 per student FTE)
2. \$1,050,325 reduction in levy equalization funding (33%).
3. Elimination of cost of living raises for 2009-10 and 2010-11 (I-732). Projected to be 4.1% in 2009-10.
4. \$29,078 reduction in library funding
5. Undetermined additional costs in insurance retiree subsidy costs.
6. \$30,375 reduction in vocational equipment funding.
7. \$140,000 reduction for 2 days of math and science professional development.
8. Unknown pension costs for change in actuarial accounting.
9. Suspension of new teacher assistance program (TAP).

CAPITAL PROJECTS FUND The ending fund balance of **\$283,523** is designated for remodeling, miscellaneous building projects, and specific projects. The transfer of property between Wenatchee School District and Wenatchee Valley College (WVC) will require a transfer of at least \$1 million to WVC. This will require a resolution and budget extension if it happens prior to August 31, 2008. A \$50,000 deposit, for which we have received reimbursement from the state, has been made towards the state's potential purchase of the Skills Center.

WSD purchased property at 122 Fuller St. to establish property rights from Orondo St to Fuller St along the left field side of Rec Park.

DEBT SERVICE FUND The ending fund balance of **\$1,186,591** is reserved for payment of bond principal and interest payments which are due each December and June. Revenues consist primarily of property taxes, which are levied annually to provide adequate funds for the bond payments. The December 2008 payment was \$1,695,953.13, which included \$1,035,000 in principal.

ASB FUND Revenues are **37.03%** of the amount budgeted for the year. Expenditures are at **28.8%** of the budget.

The Total Ending Fund Balance is **\$500,385**.

TRANSPORTATION VEHICLE FUND The ending fund balance of **\$387,616** is available for purchase of school buses.

There are three (3) new buses encumbered for 2008-09 and expected to be delivered in January 2009.

Budget funds breakdown spreadsheets were also presented and available on file.

After much discussion about various economic possibilities and impact on our budget the board thanked Mr. Vandervort for the report.

VII. PRESIDENT'S REPORT:

- Ms. Jaecks shared that she met with the L&C PTA parents and Alfonso Lopez, Principal. She was very encouraged by the enthusiasm of everyone for the dual language program. It was a very productive meeting and they shared their ideas.
- Ms. Jaecks also reported on the WASA/WSSDA Legislative Conference that some of the board members just attended. It was very informative. She also shared her experience at the Leadership portion of the conference and said that it made her proud and helped her to appreciate that she is a part of such a productive and positive board.

COMMUNICATION: Chuck Largent shared a card he received for the board in appreciation for their work as board members.

VIII. SUPERINTENDENT REPORT:

Mr. Flonas covered the following dates with the board:

Feb. 19th Chamber of Commerce Banquet - all Bd members and Brian attending

Feb. 23rd Jesus takes Walter's place for Agenda Review

Feb. 24th Bd. Workshop WHS I-PAWS/I-FROSH & Counseling- 6 pm (Dinner at 5:30 pm) 7 pm Bd Mtg (This meeting is at WestSide)

March 3rd Bd. Workshop Moodle - 6 pm

March 10th Bd. Meeting at 6 pm and then get together with Eastmont to watch the election results

March 24th Bd. Workshop subject PTA - 6 PM

MEETING ADJOURNED: Laura Jaecks adjourned the meeting at 8:25 p.m. to go into an executive session.

EXECUTIVE SESSION: Ms. Jaecks read the following statement: The school will now enter into executive session in accordance with board policy 1410, board policy 6122 and RCW 42.30.110 Section E to review the performance of the superintendent. The meeting is expected to last 45 minutes. No action will be taken.

MEETING REOPENED AND ADJOURNED: Ms. Jaecks opened and adjourned the meeting at 9:25 p.m. with no action taken.

President

Superintendent