

**Wenatchee School District No. 246  
Wenatchee, Washington  
Minutes of December 11th, 2007 Regular Board Meeting**

<u>Board</u>	<u>Staff</u>
Jesús Hernández, President	Brian Fones, Superintendent
Chuck Largent, Vice President	
Laura Jaecks	
Kevin Gilbert	
Walter S. Newman	

**REORGANIZATION OF BOARD**

Board president Gilbert opened the nominations for school board president and vice president for 2008. Jesús Hernández nominated Chuck Largent to fill the position of vice president for 2008. By roll call vote Chuck Largent was unanimously elected to fill the position of vice president for 2008. Laura Jaecks nominated Jesús Hernández to fill the position of president for 2008. By roll call vote Jesús Hernández was unanimously elected to serve as president of the Board for 2008. Board president Gilbert stated that it was a pleasure to serve as president for the Board for 2007. New Board President Jesús Hernández presented Mr. Gilbert with a plaque recognizing him and thanking him for his service to WSD during 2007 as board president. Everyone present thanked him for his service.

**REGULAR MEETING**

Jesús Hernández opened the regular board meeting at the Central Office at 7:00 p.m., with the Pledge of Allegiance.

**CONSENT AGENDA**

Jesús Hernández asked for a motion to approve the consent agenda. Laura Jaecks made the motion, Walter Newman seconded it and the motion carried unanimously.

1) **MINUTES** of the 11-27-07 Regular Board Meeting

**2) PERSONNEL REPORT:**

**December 11th, 2007**

PREPARED BY: Steve Cole, Assistant Superintendent of Human Resources

SUBJECT: **PERSONNEL REPORT**

**SURPLUS REPORT:**

The Administration recommends that the items on the attached list be declared surplus and requests authorization to dispose of them.

<b><u>BUILDING</u></b>	<b><u>QUANTITY</u></b>	<b><u>ITEM</u></b>
Washington Elementary	1	Each Aiwa NSX V-9000 Stereo
	2	Each G3 Power PC
	1	Each Zenith TV
	2	Each VCR's
Foothills Middle School	18	Each Sewing Machines (Discard)
	1	Box Misc. Sewing Machine Foot Pedals (Discard)
	1	Each Message Board w/Boxed Letters
	1	Each Laser Writer Pro Printer
Special Education Dept.	1	Each Panasonic Electric Stapler
	1	Each Connectix Virtual PC Software
	1	Each Pro X Omni Page Software
	1	Each Sharp Adding Machine
	4	Each Black Leather Brief Cases
	3	Each Brown Leather Brief Cases
	1	Each Red/Black Plastic Case
	1	Each Telecaption Closed Caption Decoder w/remote
	1	Each Sony Headphones
	2	Each Radio Shack Battery Chargers
	1	Each Rechargeable Battery
	4	Each Stacking "In" Baskets
	1	Each Clear Vertical Organizer
	1	Each SSI System Communicator
	41	Each Audio Books
	1	Each Audiotronics Cassette Player w/headphones
1	Each Wooden Rack	
1	Each Apple Keyboard & Mouse	
1	Each Panasonic Video Recorder	

	1	Each	Cable
	1	Each	Tympanometer Model 85R
Special Education Dept.	1	Each	Cork Bulletin Board
	1	Each	Two-Drawer Cabinet
	1	Each	Wood Printer Stand
	1	Each	Audiovox Walkie Talkie w/Charger

**2007/08 VOUCHERS**

DATE: DEC. 11 <sup>TH</sup> 2007	VOUCHER REGISTER #	AMOUNT TOTAL
<b>2007-08 FUND</b>		
General Fund:	20852-21143	\$ 387,482.22
Capital Projects	274-274	\$ 227.50
ASB Fund:	2306-2357	\$ 37,810.43

**RECOGNITION AWARDS:**

Director of Maintenance Operations, Bryan Visscher, presented Star Energy Award plaques, certificates of achievement and statement of energy performance to each building representative in our district that achieved this honor from the United States Environmental Protection Agency in Washington D.C., they were: District Administrative Office Building, Newbery Elementary & Columbia Elementary are the three continuing awards and Lewis and Clark and Mission View are additional buildings that were recognized. A PUD representative was present to congratulate the district for their contribution to conserving energy and present a certificate of recognition & appreciation to Bryan Visscher for his leadership. The Energy Star is the mark of superior energy performance and identifies buildings as one of the most efficient building in the nation. By taking this important step along the path to energy efficiency they are not only saving money but also preventing the release of greenhouse gases and protecting the environment. The board congratulated all the buildings and thanked Mr. Visscher for his hard work and dedication.

**CITIZENS COMMENTS:** None

**ASB REPORT:**

ASB President, Abbie Poirier, updated the board on high school activities.

- A handout of the Facilitator Outline RSVP Summit #1 was given to the board to review. Miss Poirier gave an overview and answered questions. She also shared the RSVP teacher feedback form on the back of the handout.
- A second handout was the three questions they discussed at the Summit. They were:
  - o School: Longer lunches, attendance policy and recycling
  - o Community: More activities for teens
  - o World: Addressing Poverty and Hunger

The board thanked her for the update and asked more time be given to these issues at a later board meeting.

**SPECIAL PRESENTATIONS:**

1) Transportation Update:

Director of Transportation Marcia Hahn reported to the board the latest updates and proposed plans for the transportation department.

**Recognition:** CFO Les Vandervort presented a recognition to Ms. Hahn from The Washington State Superintendent of Public Instruction, Terry Bergeson, for recognition of our district, under the direction of Marcia Hahn. She has again completed the inspection of school buses with exceptional results and they emphasized those results are outstanding as compared to other districts in the State of Washington. The board congratulated Ms. Hahn for her hard work.

Ms. Hahn had a power-point presentation ready for the board but was unable to use the program due to time and equipment restraints. She presented them with the hard copy as a handout. It outlined:

- The Mileage Report of 2006-07
- "Within One Mile" Policy and relationship to students bus stops
- Basic Ridership broken down to mile points
- Basic Education "Transported Daily" outlining # of students (1726) and # of buses (24) used & # of routes (single – Triple)
- Special Ridership broken down into mile points
- Special Education Ridership # of students (183) and # of buses (10) used
- Ridership broken down into past years of comparison - highlighting the upward trend requiring more buses
- Total Fleet: 39, (D type – 39), (C type – 20), (A type -2 Sp. Ed.)

- Depreciation Schedule Status: 30 buses currently on depreciation, 7 buses no longer qualify, 3 non qualifying are on current routes (2, 1990 & 1, 1993)
- Transportation Vehicle Fund (TVF) Depreciation Schedule – 2006-2008
- Bus Replacement Plan
- Seatbelts on Buses - National Highway Traffic Safety Administration (NHTSA) recommendations
- Biodiesel Test Project – Pros & Cons

Much discussion took place on all the above subjects. The board recognized the many areas that need to be addressed and decisions made about transportation and safety. The cost of improving the fleet was discussed and CFO Les Vandervort gave financial details to the board for consideration. More discussion covered:

1. Safe bus stop areas for students
2. Seat belts in the buses
3. Biodiesel Buses

The board thanked Ms. Hahn for her detailed comprehensive report and congratulated her for all the dedicated hard work she puts into our district for the safety of our children.

## 2) Wenatchee Fall Sports Report:

WSD Athletic Director, BJ Kuntz, gave an updated report to the board about the outcome of the fall sports program at WHS. She was very proud to report the outstanding athletic successes in the district for the season. Mr. Fiones reported that Ms. Kuntz also was honored as the State Athletic Director of the Year.

The board congratulated Ms. Kuntz for the outstanding accomplishments, personally and in athletics. They discussed the inability for WSD to host the State Track Tournament due to the condition of our track facilities. We will have to wait another nine years to have the opportunity to do so again and must upgrade our facilities before then. The board thanked her for the encouraging reports and updates.

## 3) Wenatchee High School Report on the Graduation Class of 2008:

Wenatchee High School Assistant Principal, Kory Kalahar, made only a couple changes for the board to review for approval for graduation starting with the class of 2008:

### **2007-2008 Graduation Participation Recommendation**

*HIGH STANDARDS + MEANINGFUL ASSESSMENT + POWERFUL INSTRUCTION = SUCCESS*

**PERSONALLY KNOW AND ENCOURAGE** students as individual leaders and recognize their academic, citizenship and co-curricular accomplishments.

**ASSIST** students as they learn and apply the essential skills and values necessary to be contributing community citizens with global perspective.

**CHALLENGE** students to continually stretch and grow while working with family and community as active partners.

## 2008 Graduation Participation Recommendation

In essence the proposal here is to have students maintain the Wenatchee School District requirement of 22 credits, a culminating project, and a fifth year plan to participate in the graduation ceremony. However, it does not hold students accountable to the state standard of necessarily passing all sections of the WASL to participate. We will have a number of students who will attempt to achieve credit through an alternative assessment known as the Collection of Evidence (COE). Many of these students will not be submitting their collection until June 15 this year and will not know if they will be passing the WASL until August. This places the school district in a difficult position. The school district must decide if these students can participate in our graduation ceremony pending these results. We feel that there are enough possible students in this predicament that we need to look at it now instead of later.

Here are Chet Harum thoughts as reported to the board:

*"In regards to board policy 2410, - 'each student who has successfully completed an instructional program appropriate to his/her interests shall have a diploma awarded to them at graduation ceremonies' actually means in relation to meeting district and state requirements.*

*In a nutshell, not all students take the exact same courses but all are held to the same academic requirements. Thus, they participate in an instructional program appropriate to his/her interests but they must still meet all requirements while doing so. This takes into account the flexibility we must build in for special needs students. This also allows for interpretation of how each requirement is met - credit equivalencies, waivers, CAA alternatives, etc. Again "instructional program appropriate to his/her interests." The flexibility must be built in.*

**The issue/question** – *What if along this journey of "appropriateness" the student has had numerous instructional program options in attempt to meet all standards (ex: WASL prep, CAA options, etc.) and has still not passed the WASL standard? In addition, lets say the student has met all other requirements except WASL – (22 credits, CP, 5<sup>th</sup> yr plan). Therefore, the WASL state requirement has not been met, so the student does not get to walk. Correct?*

*As far as a recommendation I agree with the proposed chart. The state says that whether or not the student participates in the graduation ceremony is a board decision.*

Status	How?	Graduate?	Walk?
22 Credit Earned CAA or CIA Culminating Project Fifth year Plan	Passed Reading, Writing, and Math WASL	<b>Yes</b>	<b>Yes</b>
22 Credit Culminating Project Fifth year Plan Math Proficiency	Passed Reading and Writing WASL and Math through alternative assessment	<b>Yes</b>	<b>Yes</b>
22 Credit Culminating Project Fifth year Plan Math Proficiency	Passed Reading and Writing WASL, but not Math. Earned Math Credit and attempted the WASL	<b>Yes</b>	<b>Yes</b>
22 Credits Culminating Project Fifth Year Plan Math Proficiency	Did not pass the WASL in Reading, Writing, or Math, but have turned in a COE (or other pending alternative assessment) in the area for the June 15 <sup>th</sup> submission	No, until results come back on meeting standard	<b>Yes</b>
22 Credits Culminating Project Fifth Year Plan Math Proficiency	Did not pass Reading, Writing, or Math and did not attempt a COE	No	No
Any student without 22 credits, a culminating project, a fifth year plan will not be allowed to walk in graduation ceremony!			

### DATA:

#### Seniors

- 187 seniors and 5<sup>th</sup>-year seniors have not met standard on one or more areas of the WASL. Many of them have an unknown status due to inbound transfers, but for now I am treating them as having not met standard.
- 93 of those seniors have not met standard on reading and/or writing.

#### Juniors

- 332 juniors have not met standard on one or more areas of the WASL.
- 194 of those juniors have not met standard on reading and/or writing.

#### Totals

- 519 juniors and seniors have not met standard on reading, writing, and/or math on the WASL.
- 287 of those students have not met standard on reading and/or writing.

## August WASL

- 26 students were taken off the SSIF Master List due to passing the August WASL.
- Many students, however, did worse on the August WASL than they did in the spring. A survey is being prepared to find out some information about this and about what helped the students that improved (we mainly want to find out how effective summer school was).

### CLASS OF 2008

29 Class of '08 took one or more parts.

4 took reading: 1 met standard, 3 did not.

6 took writing: 2 met standard, 4 did not (one of those 4 was IC)

24 took math: 3 met standard, 21 did not.

### CLASS OF 2009

82 Class of '08 took took one or more parts.

12 took reading: 6 met standard, 6 did not.

15 took writing: 12 met standard, 3 did not.

76 took math: 16 met standard, 60 did not (one of those was IC and one was IV).

## COURSES:

- For Fall semester, all juniors and seniors that have not met standard on the WASL were placed in a math class due to the diploma requirement of 2008 passing 2 semesters of math and 2009 passing 4 semesters of math. Occasionally, we find a student that is not in a math class so we make schedule changes as needed.
- As a general rule, seniors that received a 374 or lower on the math WASL were placed in Segmented Math (define). Seniors with 375 to 399 were placed in Applied Math (define). In actual practice, this has varied, so as students come to my attention, I check with their math teachers to see how they are doing.
- Many seniors that have not met standard on the reading or writing WASL have been placed in Literacy Seminar (define).

## CAA OPTIONS:

- The Student Success Intervention Facilitator (SSIF) meets with students individually, as they come to his attention, to discuss the Certificate of Academic Achievement (CAA) options and the importance of passing the math class.
- All students enrolled in Literacy Seminar, Applied Math, and Segmented Math have been signed up to submit a Collection of Evidence (portfolio) to the state in January.
- Students are informed that certain minimum scores on the SAT, ACT, AP exams, and (formerly) the PSAT can be submitted to OSPI in place of meeting standard on the WASL.
- All seniors that have not met standard on the WASL will be signed up to submit a Collection of Evidence for two reasons: a) as they decide to submit one, they will already be signed up, and b) if they transfer to Westside, they will already be signed up.
- Students who have transferred from out-of-state and who have passed the NCLB test in their home state will submit an application to OSPI to waive the WASL. We've already sent three applications, and I'm working on a fourth. It is proving time-consuming to get scores from out-of-state schools, but it will be well worth it to those students. I am aware of eight other students that this may be an option for.
- There are possibly nine student eligible for the WASL / Grades Comparison. This will be run first semester and again second semester. I am currently working on this with help from Myrna, Debbie, and Dave Yancey.
- Jeanette Marantos will teach a reading class on Tuesday and a writing class on Thursday starting in January and ending before the March WASL starts. We will initially target seniors that are not in Literacy Seminar.

## COMMUNICATION:

- The SSIF has spoken in all Segmented Math, Applied Math, and Literacy Seminar classes to explain CAA options, sign students up for the Collection of Evidence, and ask students to fill out Student Learning Plans.
- A letter was sent out around the end of August explaining that students were enrolled in COE classes and that there is an opt-out form that the parents must sign if they don't want their student in those classes.
- A WASL information booth was available during conferences. There was not a lot of traffic so next year, I may try something different like sending postcards to parents that I need to see.
- A letter was sent out to each student that did not meet standard on the WASL explaining CAA options included information on what interventions are going to be available.
- Set up a "press release" address book to send WASL and CAA news to Kim Blair for the Panther Paws, Jeff Nusser for the Apple Leaf, Jeanette Marantos for eNews, and Rachel Schleif for The Wenatchee World.
- Small group meetings to discuss CAA options. These are happening via the math classes in coordination with the individual math teachers.
- 10/16 Dianna presented to parents CAA options.

- 10/17 I attended the PAC meeting to explain about the WASL and CAA options.
- 11/13 Presented an overview of CAA options at Parent Night at WHS.
- 11/30 Memo to COE students from last spring that they can augment their portfolios. Also a press release.
- 12/3 Press release explaining CAA test equivalency option.

During the presentation they discussed several options for the future graduates and made sure communication is open to the parents and students currently about these changes and Mr. Kalahar pointed out the changes they made since their last board meeting to the proposed policy procedures, he answered their questions and he then asked for board approval.

**MOTION MADE:** Kevin Gilbert made the motion to the board to approve the above graduation plan for the graduating class of 2008, it was seconded by Laura Jaecks.

**MOTION PASSED: UNANIMOUSLY**

### **3) December 2007 Enrollment Report**

Chief Financial Officer Les Vandervort presented the following report to the board.

To: Wenatchee School Board  
 From: Brian Fones, Superintendent  
 Prepared by: Les Vandervort, Chief Financial Officer  
 Date: December 11, 2007

**Exhibit A** - monthly enrollments. The **December 2007** count of K-12 students is **7,161.78 full-time equivalents (FTE)** including 84.71 FTE Running Start students (Running Start counts began in October).

The *average* FTE is **7,200.07** which are 200.07 FTE above budgeted *average* FTE of 7,000.

Last year's (2006-07) **December** FTE enrollment was **7047.72** including 93.0 FTE Running Start students.

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

**Exhibit C** shows the monthly information in graphic form, with a comparison to last year's enrollment and 2007-08 budgeted numbers.

Also included were the exhibits showing enrollment by school on excel spreadsheets. Mr. Vandervort explained in detail each exhibit and said they are still looking at the numbers and addressing pockets that need attention but pointed out that we still have strong numbers. Brian Fones explained that there are really good numbers in class size at the kindergarten level and elementary grades. He pointed out we are now experiencing the best student/teacher ratio ever at those levels. He also explained that is an ongoing task to keep the classrooms in line with regard to class size, teacher/student ratio and para-educator/student ratios according to guidelines of the teachers' association contract. They are still looking for remedies for some class size issues due to the fluidity of the student population. CFO Vandervort also explained the association of the five-year co-hort comparisons and he answered questions pertaining to dropout rate/enrollment in relationship to credit deficiency. The board thanked Mr. Vandervort for the update and told him that they are grateful for his conservative approach to forecasting funding and spending.

4) Resolution #10-07 – Cancellation of outstanding warrents:

CFO Les Vandervort presented the following Resolution #10-07 for action by the Board.

**WENATCHEE SCHOOL DISTRICT NO. 246**

**RESOLUTION 10-07**

WHEREAS, RCW 39.56.040 requires the cancellation of warrents not presented for payment within one (1) year of date of issue, and

WHEREAS, the following list of outstanding warrents have not been presented for payment:

	Warrant #	DATE	PAYEE	AMOUNT
<b>General Fund</b>	52524	6/15/05	Melissa Hernandez	\$10.00
	52681	6/15/05	Nancy Snyder	\$13.65
	52890	6/29/05	Lina Maldonado	\$13.08
	53156	6/30/05	Marshall Ochi	\$32.19
	53469	7/13/05	Rent Me Mini Storage	\$81.01
	54074	8/10/05	Slide Waters Chelan	\$216.00
	24765	9/28/05	Department of Revenue	\$555.09
	54907	9/28/05	Leslie Wilson Wright	\$111.00
	1758	10/12/05	Oxarc	\$20.76
	1998	10/26/05	Kristen Knoll	\$46.05
	2182	10/31/05	Kody Brandt	\$73.13
	2301	10/31/05	Tim Jones	\$1,075.37
	3393	12/14/05	Karen Bray	\$19.25
	3485	12/14/05	Aaron Gahringer	\$43.19
	4617	1/31/06	Kody Brandt	\$62.21
	5164	3/1/06	Nickel Alton	\$1.25
	5172	3/1/06	Joe Spears Arnold	\$2.05
	5547	2/28/06	Majorie Stegeman	\$594.23
	5837	3/15/06	Greg Murphy	\$3.80
	6068	3/29/06	Home Depot	\$98.62
	6082	3/29/06	Kristen Knoll	\$22.48
	6143	3/29/06	Ronald Reed	\$15.15
	6235	3/31/06	Bryce Clay	\$99.69
	6326	3/31/06	Kimberly Stephens	\$59.93
	6539	4/12/06	Horacio Jurado	\$1.80
	6548	4/12/06	Rozanne Lind	\$40.26
	8026	6/14/06	Tauni Hink	\$414.75
	8127	6/14/06	Marla Pina	\$28.00
	8186	6/14/06	Rosemary Tiffany	\$5.61
	8258	6/28/06	Terri Bawden	\$10.79
	8389	6/28/06	Debroah Noble	\$227.78
	8470	6/28/06	WHS WAWA	\$92.00
	9545	8/23/06	Paula Danielson	\$76.00
	10616	9/27/06	Dawn Smith	\$39.78
	11003	10/11/06	Sandra Kelnhofer	\$142.31
	11292	10/25/06	Tauni Hink	\$13.90
	11387	10/25/06	Efren Rivera	\$12.10
	11391	10/25/06	Cathy Schell	\$3.75
	11944	11/15/06	Pitney Bowes	\$450.00
	12215	11/29/26	Joe Moore	\$11.20
	12280	11/29/26	Slavador Serrano	\$5.20
	12817	12/13/06	WLMA	\$377.00
	12864	12/29/06	Kim Hagstrom	\$88.05
	13147	12/27/06	Marshall Cavendish	\$928.70
	13222	12/27/06	Stars 4 Kids	\$74.50
	13992	2/14/07	Jose Lopez	\$6.40
	14249	2/28/07	Holiday Inn Everett	\$87.37
15215	3/30/27	Andy Cusick	\$83.93	
15797	4/25/07	The Keyhole Security	\$89.64	
16289	5/9/07	Northern Tool & Equip	\$2.66	
16347	5/9/07	Glenda Thiesen	\$10.00	

	16711	5/31/07	James Hildebrand	\$930.62
				\$7,523.28
ASB Fund	2199	9/6/05	Cascade SD	\$40.00
	3096	6/29/05	Yearbook University	\$325.00
	3109	7/13/05	Department of Revenue	\$0.80
	706	5/24/06	Shales Masonry	\$66.14
	1279	12/27/06	Hastings	\$45.01
	1691	4/25/07	Highlander Grill	\$781.25
	1799	5/23/07	Steve Weiss Music	\$38.95
				\$1,297.15

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Wenatchee School District No. 246 of Chelan County that the Chelan County Auditor and the Chelan Country Treasurer be authorized to cancel the above listed outstanding warrants.

**MOTION MADE:** Motion made by Churck Largent to approve Resolution 10-07, the cancellation of the presented outstanding warrants. Seconded by Laura Jaecks.

**MOTION APPROVED:** UNANIMOUSLY

**OLD BUSINESS**

Director of Student Services, Mike Franza, presented for approval the updated Policies #3210: Nondiscrimination, #3414: Infectious Disease and #3421: Child Abuse and Neglect & Prevention to the Board for 2nd reading. The board asked him to explain some of the language changes and he did so. Mr. Franza presented the following three policies for approval.

**1) Policy # 3210**

**NONDISCRIMINATION**

The district shall provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without regard to race, creed, color, national origin, sex, sexual orientation or non-program-related physical, sensory or mental disabilities. RCW 49.60 Discrimination – Human Rights Commission. District programs shall be free from sexual harassment. The superintendent shall provide for the annual evaluation, periodic surveys, annual notice and complaint procedures as required by law to insure that there is in fact equal opportunity for all students in the district. The board shall designate a staff member to serve as affirmative action/ Title IX compliance officer.

Cross References:	Board Policy	2020	Curriculum Development and Adoption
		2140	Guidance and Counseling
		2150	Co-Curricular Program
		2311	Selection and Adoption of Instructional Materials
Legal References:	RCW	28A.640	Sexual Equality
		49.60	Discrimination — Human rights commission
		42 U.S.C. §§ 12101-12213	Americans with Disabilities Act
	WAC	392-400-215	Student rights
		392-190	Equal Educational Opportunity — Sex Discrimination Prohibited
Management Resources:			
		<i>Policy News</i> , August 2007	Washington’s Law Against Discrimination

Adoption Date: July 25, 1994  
 Revised: 12.06; 08.07;12.11.07  
 Wenatchee School District  
 Classification: Essential

**MOTION MADE:** Kevin Gilbert made the motion to approve the new policy #3210 as presented. Chuck Largent seconded it.

**MOTION APPROVED:** UNANIMOUSLY

**2) POLICY # 3414**

**INFECTIOUS DISEASES**

In order to safeguard the school community from the spread of certain communicable diseases the superintendent shall implement procedures assuring that all school buildings are in compliance with state board of health rules and regulations regarding the presence of persons who have or have been exposed to infectious diseases deemed dangerous to the public health. Such procedures shall also prescribe the manner in which safeguards are taken to remove the danger to others.

The district shall require that the parents or guardian complete a medical history form at the beginning of each school year. The nurse or school physician may use such reports to advise the parent of the need for further medical attention and to plan for potential health problems in school.

The board authorizes the school principal to exclude a student who has been diagnosed by a physician or is suspected of having an infectious disease in accordance with the regulations within the most current Infectious Disease Control Guide. The principal and/or school nurse shall report the presence of suspected case or cases of reportable communicable disease to the appropriate local health authority as required by the State Board of Health. Such information concerning a student's present and past health condition shall be treated as confidential. The principal shall cooperate with the local health officials in the investigation of the source of the disease.

The fact that a student has been tested for a sexually transmitted disease, the test result, any information relating to the diagnosis or treatment of a sexually transmitted disease, and any information regarding drug or alcohol treatment for a student must be kept strictly confidential. If the district has a release, the information may be disclosed pursuant to the restrictions in the release.

A school principal has the authority to send an ill child home without the concurrence of the local health officer, but if the disease is reportable, the local health officer must be notified. The local health officer is the primary resource in the identification and control of infectious disease in community and school. The local health officer, in consultation with the superintendent can take whatever action deemed necessary to control or eliminate the spread of disease, including closing a school

Legal References: RCW 28A.210.010 Contagious diseases, limiting contact — Rules and regulations  
Ch 246-110 WAC School districts and day care centers — Contagious diseases  
RCW 70.02 Medical records — health care information access and disclosure  
RCW 70:24:105  
WAC 296:823

Adoption Date: March 12, 1996

Wenatchee School District

**Revised: 08.07;12-11-07**

**Classification: Priority**

**MOTION MADE:** Laura Jaecks made the motion to approve the new policy #3414 as presented. Kevin Gilbert seconded it.

**MOTION APPROVED:** UNANIMOUSLY

**POLICY # 3421**

**CHILD ABUSE, NEGLECT AND EXPLOITATION PREVENTION**

Child abuse, neglect and exploitation are violations of children's human rights and an obstacle to their educational development. The board directs that staff shall be alert for any evidence of such abuse, neglect or exploitation. For purposes of this policy, "child abuse, neglect or exploitation" shall mean:

- A. Inflicting physical injury on a child by other than accidental means, causing death, disfigurement, skin bruising, impairment of physical or emotional health, or loss or impairment of any bodily function.
- B. Creating a substantial risk of physical harm to a child's bodily functioning.
- C. Committing or allowing to be committed any sexual offense against a child as defined in the criminal code, or intentionally touching, either directly or through the clothing, the genitals, anus or breasts of a child for other than hygiene, child care or health care purposes.
- D. Committing acts which are cruel or inhumane regardless of observable injury. Such acts may include, but are not limited to, instances of extreme discipline demonstrating a disregard of a child's pain or mental suffering.
- E. Assaulting or criminally mistreating a child as defined by the criminal code.
- F. Failing to provide food, shelter, clothing, supervision or health care necessary to a child's health or safety.
- G. Engaging in actions or omissions resulting in injury to, or creating a substantial risk to the physical or mental health or development of a child.
- H. Failing to take reasonable steps to prevent the occurrence of the preceding actions.

Child abuse can include abuse by another minor and so may be included in incidents of student misconduct.

When feasible, the district will provide community education programs for prospective parents, foster parents and adoptive parents on parenting skills and on the problems of child abuse and methods to avoid child abuse situations. The district shall also encourage staff to participate in in-service programs that deal with the issues surrounding child abuse.

The superintendent shall develop reporting procedures, including sample indicators of abuse and neglect, and shall disseminate the procedures to all staff. The purpose is to identify and report as soon as possible to the proper authorities all evidence of child abuse or neglect. Staff shall receive training regarding reporting obligations during their initial orientation and every three years after initial employment.

Professional staff are legally responsible for reporting all suspected cases of child abuse and neglect. A certificated or classified school employee who has knowledge or reasonable cause to believe that a student has been a victim of physical abuse or sexual misconduct by another school employee shall report such abuse or misconduct to the appropriate school administrator. The

administrator shall report to the proper law enforcement agency if he or she has reasonable cause to believe that the misconduct or abuse has occurred as required under RCW 26.44.030. Under state law staff are free from liability for reporting instances of abuse or neglect and professional staff are criminally liable for failure to do so.

All staff is responsible for reporting (any) suspected abuse or neglect cases to the proper law enforcement agency. Staff need not verify that a child has in fact been abused or neglected. Any conditions or information that may reasonably be related to abuse or neglect should be reported. Legal authorities have the responsibility for investigating each case and taking such action as is appropriate under the circumstances.

Cross References: Board Policy 4411 Relations with the Law Enforcement and Child Protective Agencies

Legal References:	RCW	13.34.300	Failure to cause juvenile to attend school as evidence under neglect petition
		26.44.020	Child abuse — Definitions
		26.44.030	Reports — Duty and authority to make — Duty of receiving agency — Duty to notify — Case planning and consultation — Penalty for unauthorized exchange of information — Filing dependency petitions — Interviews of children — Records — Risk assessment process
		28A.620.010	Community education provisions — Purposes
		28A.620.020	Community education provisions — Restrictions
		43.43.830	Background checks — Access to children or vulnerable persons
		28A.320.160	Alleged sexual misconduct by school employee — Parental notification — Information on public records act.
		28A.400.317	Physical abuse or sexual misconduct by school employees — Duty to Report — Training
	WAC	388-15-009	Definition of child abuse, neglect or exploitation
	AGO 1987, No. 9	Children — Child Abuse — Reporting by School Officials — Alleged Abuse by Student	

Management Resources:

	<i>Policy News</i> , February 2007	Physical Abuse and Sexual Misconduct Notice Requirements
	<i>Policy News</i> , June 1999	23% of districts out-of-compliance on child abuse policies

Adoption Date: July 25, 1994  
Wenatchee School District  
Revised: 06.99; 02.07; 06.07; 08.07; 11.23.07  
Classification: Priority

**MOTION MADE:** Chuck Largent made the motion to approve the new policy #3421 as presented. Laura Jaecks seconded it.

**MOTION APPROVED:** UNANIMOUSLY

**NEW BUSINESS:**

**1) Policy #3413 STUDENT IMMUNIZATION AND LIFE THREATENING HEALTH CONDITIONS**

Director of Student Services, Mike Franza, presented for first reading of the updated Policy #3413: A lot of discussion followed about the changes and the procedure of tracking the student and immunization portion of this policy. The board will review it and take a stronger look into this subject for the next meeting before approving it. Mr. Franza explained that we, as a district, can make our requirements have stronger language than the recommended policy that is presented by WSSDA. He also noted that the language that was deleted in this policy was transferred into the procedure portion of the policy. The policy was presented as below with strikeouts where language will be taken out and red for new language.

STUDENT IMMUNIZATION AND LIFE THREATENING HEALTH CONDITIONS

***Immunizations***

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combating the spread of disease, the board requires a student to present evidence of his/her having been immunized against the following diseases **as recommended by the State Board of Health**: diphtheria, pertussis (whooping cough), poliomyelitis, measles, rubella, mumps, hepatitis B, tetanus, **varicella (chickenpox) for children under thirteen years of age and haemophilus influenzae type B disease**. A student satisfies the measles requirement upon a physician's verification that the student has had measles (rubeola).

~~Immediately upon enrollment in the district a certificate of immunization status, distributed by the Washington Department of Health, shall be completed by the student's parent. The certificate shall be made a part of the student's permanent record.~~

~~If a student has not received any or all of the required immunizations, he/she shall submit evidence of the initiation of an immunization schedule and be placed in a "conditional admittance" category. He/she may remain in school for one school year~~

~~provided that there is documentation that the immunization schedule is being maintained. Failure to maintain the schedule or submit documentation shall be sufficient cause to exclude the student from school.~~

~~Exemptions from one or more vaccines shall be granted for medical reason upon certification by a physician that there is a medical reason for not administering the vaccine. Exemptions for personal or religious reasons shall be granted upon request of the parent. The permanent file of students with exemptions shall be marked for easy identification should the department of health order that exempted students be excluded from school temporarily during an epidemic.~~

~~If proof of immunization or a certificate of exemption is not received upon the student's enrollment in school, the principal shall provide written notice to the parents or guardians informing them of:~~

- ~~A. The immunization requirements;~~
- ~~B. The denial of further attendance by the student;~~
- ~~C. The procedural due process rights; and~~
- ~~D. The immunization services that are available.~~

~~Following proper notification, the school shall exclude the student for noncompliance with the immunization laws pursuant to the appeal process procedures for student expulsions. Parents shall have a right to a hearing provided they notify the school within 3 days after receiving the exclusion order from the school principal. If the parent requests a hearing, the parent or guardian and school principal shall be notified in writing of the time and place for the hearing and shall present the case to a hearing officer appointed by the superintendent.~~

**Meningococcal Immunizations Information Distribution**

The district shall provide parents and guardians of students in sixth grade and above with information about meningococcal disease at the beginning of every school year. The information shall address the characteristics of the disease; where to find additional information about the disease; vaccinations for children; and current recommendations from the Centers for Disease Control and Prevention regarding receiving the vaccine.

**Human Papillomavirus Disease Information**

**At the beginning of every school year, from sixth through twelfth grade the district shall provide parents and guardians with information, provide by the state Department of Health about human papillomavirus disease and its vaccine. The information shall include the causes and symptoms of human papillomavirus, how the disease is spread, the places where parents and guardians may obtain additional information and vaccinations for their children and current recommendations from the Centers for Disease Control Prevention regarding the vaccine.**

**Life-Threatening Health Conditions**

Prior to attendance at school, each child with a life-threatening health condition shall present a medication or treatment order addressing the condition. A life threatening health condition means a condition that will put the child in danger of death during the school day if a medication or treatment order providing authority to a registered nurse and nursing plan are not in place. Following submission of the medication or treatment order, a nursing plan shall be developed.

Students who have a life-threatening health condition and no medication or treatment order presented to the school shall be excluded from school, to the extent that the district can do so consistent with federal requirements for students with disabilities under the Individuals with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, and pursuant to the following due process requirements:

- A. Written notice to the parents, guardians or persons in loco parentis delivered to the parents in person or by certified mail.
- B. Notice of the applicable laws, including a copy of the laws and rules.
- C. The order that the student shall be excluded from school immediately and until a medication or treatment order is presented.
- D. Describe the rights of the parents and student to a hearing, the hearing process and explain that the exclusion continues until the medication or treatment plan is presented or the hearing officer determines that the student should no longer be excluded from school.
- E. If the parents request a hearing, the district shall schedule one within three school days of receiving the request, unless more time is requested by the parents.
- F. The hearing process shall be consistent with the procedures established for disciplinary cases pursuant to Chapter 180-40 WAC.

Cross References: Board Policy 2161 Special Education and Related Services for Eligible Students  
Board Policy 2162 Education of Students with Disabilities Under Section 504

Legal References:	RCW 28A.210	Health <b>Screening and requirements</b> Measures
	Ch. 101, Laws of 2002	Children with Life-Threatening Health Conditions
	WAC 180-38-040 -065	Immunization and Life-Threatening Health Conditions
	246-100-166	Immunization of child care and school children against certain vaccine-preventable diseases
	392-182	<b>Student</b> Health records

**Management Resources:** **Policy News, August 2007 Human Papillomavirus Disease Notification**  
**Policy News, April 2006 chicken immunization requirement**  
**Policy News, June 2005 distribution of information on meningococcal disease**  
**Policy News, October 2002 legislature addresses "Life-threatening conditions"**

**PRESIDENTS REPORT:**

**Communication:**

- Kevin Gilbert shared a letter that the board and superintendent received concerning Newbery Elementary School in regard to the need for more literacy support. It was sent by Newbery Elementary School PTA president, Jodi Murray. Discussion followed touching each item the letter highlighted as a concern area. Many possibilities were discussed and options considered. It was pointed out by Mr. Fones that the stability the district is currently experiencing is due in part to the 4 year commitment the district made to our budget as recommended by our budget planning committee. The all day kindergarten and class size plus staying within our reserve goals have required us to stretch that commitment. We will need to take a closer look at this request and decide a plan of action. He reminded the board that we have a levy coming up soon. After the discussion Mr. Fones said he will look into it and get an update for the board.
- Ms. Jaecks reported about the high absenteeism pointed out to her from a parent about Sunnyslope. The nurses are on top of the issue and feel there is no need to close the school or cause alarm to parents. They feel it is well within normal ranges for this time of year.
- Superintendent Fones gave a follow-up report on the Color Guard. The funding issue was straightened out and they are being taken care of.
- Jesus Hernandez reported to the board about attending a Parent Advisory Meeting at the high school. He shared some concerns about several issues since the program first started 7 years ago. He said they feel the need to create some awareness of the problems they are currently facing. Mr. Fones agreed to look into this issue also.

**SUPERINTENDENT'S REPORT:**

- Mr. Fones gave the Operating Protocol from the 2007-08 Board Retreat to the board to sign since all the board members were present and vote was now certified.
- 

**MEETING ADJOURNED:** Jesus Hernandez adjourned the meeting at 8:40 p.m.

---

President

Superintendent