



# Wenatchee School District Regular Board Meeting

Minutes of Aug. 27, 2013  
WSD District Office

## Board Members Present

Jesús Hernández  
Laura Jaecks  
Gary Callison  
Kevin Gilbert

## Staff Present

Brian Flones, Superintendent  
Cabinet

### I. Regular Meeting 7 p.m.

### II. Consent Agenda

#### 1) Minutes

#### 2) Personnel Report

#### 3) Vouchers/Payroll

#### 4) Surplus Report

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

Jesús Hernández, Board President, asked for a motion to approve the consent agenda.

**MOTION MADE: Laura R. Jaecks** made the motion to approve the consent agenda.

**SECONDED:** By Gary Callison

**PASSED UNANIMOUSLY**

#### Consent Agenda included:

**MINUTES:** 8/13/13 Regular Board Meeting

**PERSONNEL REPORT PREPARED BY:** Lisa Turner, HR Director: Aug. 27, 2013 personnel report: on file

**PAYROLL PREPARED BY:** Tami Hubensack, Director of Payroll: Aug. 2013, **\$5,453,537.69**

#### **VOUCHERS & CONTRACTS PREPARED BY:**

Karen Walters, Director of Accounting –  
August 27 2013

#### General Fund

Check numbers 563837 through 563951 totaling \$355,661.56.

#### Capital Projects Fund

Check numbers 563952 through 563961 totaling \$78,950.81.

#### Associated Student Body Fund

Check number 563962 through 563985 totaling \$9,963.01.

#### Transportation Vehicle Fund

Check numbers 563986 through 563986 totaling \$18,166.82

#### **SURPLUS REPORT PREPARED BY:**

Karen Walters, Director of Accounting: None

### 5) Contracts

Date	New or Renewal or Revision	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract has read and has recommended this contract for Board approval	Reviewed by Les?	PO Required?
08/07/13	New	Moon Security Services, Inc.	Basic commercial alarm monitoring for the 9th St. PreSchool main building	\$31.00 month Budget Code 9700 67 7079 000	2013-2014 School Year	Bob King	YES	No
08/07/13	New	Moon Security Services, Inc.	Basic commercial alarm monitoring for the 9th St. Daycare gym	\$31.00 month Budget Code 9700 67 7079 000	2013-2014 School Year	Bob King	YES	No
08/19/13	Revision	St. Pauls Lutheran Church	Transporting students from Assembly of God Church to St. Pauls Lutheran (pm only)	N/A Budget Code N/A	2013-2014 School Year	Marcia Hahn	YES	No
07/29/13	New	Music Theatre International	Royalty and rental fees for 2013 All district musical "Shrek"	\$8,290 Budget Code 0105 28 7049 0 00	Aug 1 - Nov 23, 2013	Karen Walters	YES	No

Date	New or Renewal or Revision	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract	Approved by Les?	PO Required?
8.27.13	Renewal	Juan 106.7 FM Cherry Creek Radio	WSD Melissa Hernandez Show	Budget Code	Now	Brian Fiones I have read this contract and recommend it for board approval. _____ Initials _____ Date		

Date	New or Renewal or Revision	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract	Approved by Les?	PO Required?
08/22/13	New	Moon Security Services, Inc.	Basic Fire alarm monitoring for Westside High School	\$36.00 per month Budget Code	2013-2014 School Year	Bob King I have read this contract and recommend it for board approval. _____ Initials 8/22/13 Date		

Date	New or Renewal or Revision	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract	Reviewed by Les?	PO Required?
08/22/13	Renewal	The Gordon Group	Dole analysis of effectiveness of 21st Century and GEAR UP grants. Completion of Local Evaluation report for 21st Century grant, due November 2013.	\$5,000- 5205 \$1,000- 7915 Budget Code 5205 27 7930 000 7915 27 7930 000	September 1 - December 31, 2013	Carolyn Griffin-Bugert & Nancy Duffley I have read this contract and recommend it for board approval. _____ Initials _____ Date		Yes

Date	New or Renewal or Revision	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract	Approved by Les?	PO Required?
8.27.13	renewal	iGrant	Highly Capable Students Program Award application	\$70,000 award to WSD Budget Code	Now	Kari DeMarco I have read this contract and recommend it for board approval. _____ Initials _____ Date		

Date	New or Renewal or Revision	Agency	Purpose	Amount	Effective Dates	Staff Person Responsible for Contract	Approved by Les?	PO Required?
08/26/13	New	Moon Security Services, Inc.	Basic Burg and Fire alarm monitoring for Westside High School	\$61.00 per month Budget Code	2013-2014 School Year	Bob King I have read this contract and recommend it for board approval. _____ Initials 8/26/13 Date		

The board in the consent agenda approved all of the above including the iGrant Highly Capable Students 2013-14 Program Award Applications, contracts, grants and agreements unanimously.

### III. Introductions:

**Coordinator of Wenatchee Learns Community Center:** Superintendent Brian Fiones and Executive Director Chet Harum were happy to introduce the newly hired Coordinator for the Wenatchee Learns Community Center, Diana Haglund. Mr. Harum explained the hiring process and welcomed Ms. Haglund. The board welcomed her and Mr. Hernández said he was pleased that Ms. Haglund is joining our WSD family. Ms. Haglund thanked everyone and told the board she was excited to get started and grateful for the opportunity to be a part of this exciting new endeavor.

### III. Facilities Updates:

**1) WHS Fire Alarm Replacement Update:** John Hultman, Project Manager, updated the board on the progress of the Alarm System at WHS. The testing will be completed this week. Both systems will be in use until the new one is completely up and running. Mr. Hultman reminded the board that this new system will be voice announcements for each emergency; fire, earthquake, bomb threat, shooter etc., all will be done by a voice alarm, all inclusive, mass notification, Dan Kuntz will be the voice used. The end of Sept. the old system will be gone.

**2) Skill Center Update:** Mr. Hultman answered questions for the board concerning WTSC construction progress. He outlined phase I and II. He

explained the bid process for the design piece. This phase will include the Auto Repair area, Construction Trades and the eastside of the property.

**3) WSHS Update:** Mr. Visscher gave the update for WSHS. The Certificate of Occupancy will be approved this week. No problems in that area. All staff meeting will take place tomorrow and any other little things that need to be fixed will be done right away. There are no problems with functionality. FC1 Gamewell is the alarm system used. They have 2 months to finish but all work will be done on the second shift, and will not disrupt the school time. Open House Sept. 26<sup>th</sup> at WSHS. The Rotary cleanup was well attended and a lot was accomplished. Mr. Flonex shared the video at a luncheon presentation.

**4) Washington Parking Lot:** The parking lot will be done before Open House, Mr. Visscher reported. Paving and gravel will be completed.

IV. New Business

**1) Maple-McKittrick Playfield/Wenatchi Park City of Wenatchee Facility Use Agreement:**

**2) Ninth-Western Playfield/Western Hill Park City of Wenatchee Facility Use Agreement:**

Superintendent Flonex presented the renewed City of Wenatchee Facility Use Agreements to the board for approval. Ms. Laura R. Jaecks recused herself from the vote due to her affiliation with the City Parks Department.

**MOTION MADE:** Kevin Gilbert made the motion to approve both. 1) Maple-McKittrick Playfield/Wenatchi Park City of Wenatchee Facility Use Agreement 2) Ninth-Western Playfield/Western Hill Park City of Wenatchee Facility of Use Agreement as presented by Superintendent Flonex.

**Discussion:** None, (other than Ms. Jaecks recusing herself from the vote).

**SECONDED:** By Gary Callison

**PASSED:** 3 yeas, 1 recuse

IV. Old Business

- 1) **2013-14 Budget Resolution 06-13:** WSD CFO Les Vandervort presented the following resolution to the board.

**Wenatchee School District No. 246**  
**MEMORANDUM**

To: Wenatchee Board of Directors and  
Brian Flonex, Superintendent

From: Les Vandervort, CFO

Date: August 5, 2013

Re: **2013-14 Budget**

Attached is **Resolution 06-13**, fixing the appropriations for the 2013-14 school year.

The Washington State Legislature pushed through a “down payment” on education funding as mandated by the McCleary decision. High poverty K-1 classes have increased funding as well as materials, supplies and operating costs (MSOC’s). Except for additional LAP funding which will help mitigate the impact of sequestration, most of the other legislative increases basically “backfill” the higher level of expenditures WSD already has; e.g., MSOC’s, class size, transportation, all day kindergarten, special ed.

The 2013-14 WSD Budget incorporates the vital elements of the Continuous Improvement Planning Process, the Baldrige Criteria for Performance Excellence, and the ISO 9001 Quality Management System.

The average student FTE for **2009-10** was **7,638**.  
The average student FTE for **2010-11** was **7,700**.  
The average student FTE for **2011-12** was **7,648**.  
The average student FTE for **2012-13** was **7,662**.  
The average student FTE for **2013-14** is estimated at **7,705**.

	Revenue	(Appropriations) Expenditure	Excess of Revenue Over/(under) Expenditures	
General Fund	\$78,040,525	\$79,467,978	(\$1,427,453)	
ASB Fund	1,103,669		1,063,949	39,720
Debt Service Fund	2,406,293	2,486,925	(80,632)	
Capital Projects	81,331,622	41,197,681	40,133,941	
Transportation	250,020	300,000	(49,980)	

The General Fund Budgeted Ending **Unassigned** Fund Balance of **\$5,022,547** is **6.32%**.

The General Fund Budgeted **Total** Ending Fund Balance of **\$11,102,547** is **13.97%**.

Responsible stewardship of human and financial resources is our hallmark. All resource managers are accountable for the effective and efficient management of district funds.

Transfers from the General Fund of up to \$1,970,000 are set aside for Capital Projects, including energy grant match requirements, parking lot improvement, property purchase and remodeling costs.

**I recommend the 2013-14 Budget be adopted.**

**WHEREAS**, the **2013-14** Budget must be adopted on or before August 31, 2013;

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Directors of Wenatchee School District No. 246, Chelan County, Washington that the 2013-14 Budget be adopted as follows:

APPROPRIATIONS	
General Fund.....	\$ 79,467,978
Associated Student Body Fund.....	1,063,949
Debt Service Fund.....	2,486,925
Capital Projects Fund.....	41,197,681
Transportation Vehicle Fund.....	300,000

**BE IT FURTHER RESOLVED** that the Board of Directors approve the 2013-14 applications for State and Federal grants and programs as follows:

Program No. 21	State Special Education	\$ 4,238,822
Program No. 22	State Special Ed – Infants and Toddlers	368,516
Program No. 24	Federal Special Education Supplemental	1,378,194
Program No. 38	Federal Secondary Vocational Ed	
44,535		
Program No. 46	Federal Perkins - Skills Center	26,062
Program No. 51	Federal Disadvantaged	1,586,630
Program No. 52	Federal School Improvement	849,323
Program No. 53	Federal Migrant, including Summer School	782,791
Program No. 55	State Learning Assistance	2,000,965
Program No. 56	State Institutions (Juvenile Detention)	90,000
Program No. 58	State Special and Pilot Programs	731,365
Program No. 64	Federal Limited English Proficiency	257,200
Program No. 65	State Transitional Bilingual	1,465,912
Program No. 74	State Highly Capable	74,970

**BE IT FURTHER RESOLVED** that the General Fund Maintenance and Operations Levy for 2014 collection be certified at \$11,131,000 and the Debt Service Levy for 2014 collection be certified at \$2,400,000, and

**BE IT FURTHER RESOLVED** that the Board of Directors approve the residual transfer of net rental and lease proceeds from the General Fund to the Capital Projects Fund at the close of the 2012-13 school year, and

**BE IT FURTHER RESOLVED** that the Board of Directors approve the transfer of up to \$1,970,000 from the General Fund to the Capital Projects Fund for projects budgeted in the Capital Projects Fund (page CP6 of the 2013-14 F-195).

DATED the 27th day of August, 2013.

Wenatchee										
	2011-12		2012-13		2013-14		2014-15		2015-16	
	Actual	% of Budget	Budget	% of Budget	Budget	% of Budget	Projected	% of Budget	Projected	% of Budget
<b>Revenues</b>										
1000 Local Taxes	10,340,539	14.20%	10,658,300	14.58%	10,980,142	14.07%	11,309,385	14.14%	11,648,505	14.20%
2000 Local Support	1,665,379	2.29%	1,997,340	2.73%	2,052,779	2.63%	2,052,779	2.57%	2,052,779	2.50%
3000 State	42,533,208	58.42%	42,317,169	57.90%	45,656,783	58.50%	47,024,632	58.77%	48,433,517	59.06%
4000 State, Special Prog	8,805,230	12.09%	8,614,646	11.79%	10,449,604	13.39%	10,686,637	13.36%	10,930,781	13.33%
5000 Federal	513,409	0.71%	515,000	0.70%	465,000	0.60%	465,000	0.58%	465,000	0.57%
6000 Federal, Special Prog	8,813,749	12.11%	8,882,792	12.15%	8,311,717	10.65%	8,346,717	10.43%	8,351,717	10.18%
7000 From Other Schools	37,976	0.05%	23,600	0.03%	26,500	0.03%	26,500	0.03%	26,500	0.03%
8000 From Other Entities	75,451	0.10%	74,000	0.10%	98,000	0.13%	98,000	0.12%	98,000	0.12%
9000 Other Financing		0.00%		0.00%		0.00%		0.00%		0.00%
<b>TOTAL REVENUE</b>	<b>72,810,621</b>	<b>100.00%</b>	<b>73,082,847</b>	<b>100.00%</b>	<b>78,040,525</b>	<b>100.00%</b>	<b>80,009,650</b>	<b>100.00%</b>	<b>82,006,799</b>	<b>100.00%</b>
<b>Expenditures</b>										
2 Cert Salaries	31,671,342	44.16%	33,623,458	44.24%	34,998,121	44.04%	35,873,074	44.15%	36,769,901	44.25%
3 Class Salaries	11,982,825	16.71%	12,827,355	16.88%	13,400,261	16.86%	13,735,268	16.90%	14,078,649	16.94%
4 Benefits	15,476,581	21.58%	16,427,293	21.62%	17,728,474	22.31%	18,171,686	22.36%	18,625,978	22.42%
5 Supplies	4,916,138	6.85%	5,385,380	7.09%	5,581,595	7.02%	5,721,135	7.04%	5,864,163	7.06%
7 Contract Services	6,615,675	9.22%	7,065,444	9.30%	7,054,535	8.88%	7,050,000	8.68%	7,050,000	8.48%
8 Travel	308,507	0.43%	344,286	0.45%	357,299	0.45%	350,000	0.43%	350,000	0.42%
9 Capital Outlay	746,847	1.04%	324,490	0.43%	347,693	0.44%	350,000	0.43%	350,000	0.42%
<b>TOTAL EXPENDITURE</b>	<b>71,717,915</b>	<b>100.00%</b>	<b>75,997,706</b>	<b>100.00%</b>	<b>79,467,978</b>	<b>100.00%</b>	<b>81,251,162</b>	<b>100.00%</b>	<b>83,088,691</b>	<b>100.00%</b>
Trans to DSF, Cap and TVF	46,000									
Transfer to Capital Projects Fund					1,970,000					
<b>End Total FB</b>	<b>14,717,301</b>	<b>20.52%</b>	<b>11,802,442</b>	<b>15.53%</b>	<b>11,102,547</b>	<b>13.97%</b>	<b>9,861,035</b>	<b>12.14%</b>	<b>8,779,143</b>	<b>10.57%</b>
<b>End Reserved FB</b>	<b>9,342,161</b>		<b>6,000,000</b>		<b>6,080,000</b>		<b>5,750,000</b>		<b>4,500,000</b>	
<b>End Unassigned Fund Balance</b>	<b>5,375,140</b>	<b>7.49%</b>	<b>5,802,442</b>	<b>7.64%</b>	<b>5,022,547</b>	<b>6.32%</b>	<b>4,111,035</b>	<b>5.06%</b>	<b>4,279,143</b>	<b>5.15%</b>
<b>Excess of Revenue over (Expendit</b>	<b>1,092,706</b>		<b>(2,914,859)</b>		<b>(1,427,453)</b>		<b>(1,241,512)</b>		<b>(1,081,892)</b>	
<b>Last year's projection</b>			<b>(2,914,859)</b>		<b>(2,214,350)</b>		<b>(1,691,475)</b>		<b>(1,018,530)</b>	

CFO Les Vandervort explained the revenue comparisons of each year 2011-12 through to 2015-16 school year. He showed the actual and budgeted numbers ending with the projections, as reflected in above spreadsheet. Discussion followed covering several areas:

- Expenditures
  - Cert Salaries
  - Classified Salaries
  - Whole package including benefits = 82% of revenues
- Enrollment is where we were four years ago, it is stable
- There are bubbles in the different grades that follow them each year
- Trans to DSF, Cap and TVF = \$46,000
- Anticipated drops in budget from state
- Capital Projects Fund transfer of \$1,970,000
- Questions about Choice- down, not accepting as many because we are full, will know more Oct. 31<sup>st</sup>.

Mr. Vandervort asked for any additional questions and there were none.

**MOTION MADE: Kevin Gilbert** made the motion to approve 2013-14 Budget Resolution #06-13 as presented by WSD CFO Les Vandervort.

**Discussion:** None

**SECONDED:** By **Laura R. Jaecks**

**PASSED: Unanimous**

**2) Policy No. 2414 Community Service:** Superintendent Flones presented the following for 2<sup>nd</sup> reading and approval. This is a new policy recommended from WSSDA. It enhances the students meaningful learning experiences with our business community.

**Policy No. 2414  
Community Service**

**Community Service**

The board recognizes that volunteering connects students to their communities and provides an opportunity for students to practice and apply their academic and social skills in preparation for entering the workforce. The board further recognizes that community service is associated with increased civic awareness and participation by students, and can inspire students to continue their education and skill development beyond high school. Students are encouraged to participate in community service activities as a part of their high school graduation requirements. The board will implement an incentive program to recognize students for achievement in community service and may, in its discretion, include community service in the district’s high school graduation /diploma requirements.

*Policy and Legal News*, June 2013      State law requires that districts adopt community service incentive policy

**MOTION MADE:** Gary Callison made the motion to adopt Policy 2414 as presented by Superintendent Brian Flones.

**Discussion:** None

**SECONDED:** By Laura R. Jaecks

**PASSED: Unanimous**

**3) Policy No. 5240 Evaluation of Staff:** HR Executive Director Lisa Turner presented the following policy for 2<sup>nd</sup> reading and approval. Ms Turner covered the changes at the last meeting. She answered their questions about student growth measures. This is based on law and ratified by WenEA.

**Evaluation of Staff** **Policy 5240**

The board recognizes that the professional growth and evaluation of individual employees is important to improve the effectiveness and efficiency of the school district. Staff is expected to perform the duties identified in their job descriptions, in addition to any other responsibilities that may be assigned by their supervisor.

Pursuant to state law implementing the Professional Growth and Evaluation System, the board will adopt a schedule for implementation of the revised evaluation system that transitions a portion of classroom teachers, principals and assistant principals in the district to the revised evaluation system each year beginning no later than the 2013-14 school year, until all classroom teachers and principals are being evaluated under the revised evaluation system no later than the 2015-16 school year.

The board will also adopt a revised evaluative criteria and a four-level rating system for all certificated classroom teachers, certificated principals and assistant principals. The evaluation system will include the minimum criteria developed by the Superintendent of Public Instruction. The four-level rating system will describe the performance of certificated classroom teachers, certificated principals and assistant principals along a continuum that indicates the extent to which evaluative criteria have been met or exceeded. Student growth data, defined as the change in student achievement between two points in time, must be a substantial factor in the evaluation process and must be based on multiple measures, including classroom, school, district and state-based tools.

Beginning with the 2015-16 school year, evaluation results for certificated classroom teachers, certificated principals and assistant principals must be used as one of multiple factors in making human resource and personnel decisions. Human resource decisions include but are not limited to: employee assignment, including the consideration of an agreement to an assignment by an appropriate teacher, principal and superintendent and reduction in force. The district will not be limited in its ability to collectively bargain how the multiple factors will be used in making human resource and personnel decisions, but the evaluation results must be a factor.

Certificated Classroom Teachers

“Certificated classroom teacher” means an employee who provides academically focused instruction to students and holds one or more of the certificates pursuant to WAC 181-79A-140(1) through (3) and (6)(a) through (e) and (g).

The performance of certificated classroom teachers will be observed twice a year, for a total observation time of not less than sixty (60) minutes. New staff will be observed for the purpose of evaluation at least once for a total observation time of not less than thirty (30) minutes within ninety (90) calendar days after employment. An employee in the third year of provisional status will be observed at least three times for a total observation time of not less than ninety (90) minutes.

All certificated classroom teachers will receive a comprehensive summative evaluation at least once every four years. A comprehensive summative evaluation assesses all eight-evaluation criteria and all criteria contribute to the comprehensive summative evaluation performance rating. A certificated classroom teacher with four years of satisfactory evaluations in the district may be transitioned into the revised evaluation system using a focused evaluation, and will then be evaluated on the four-year cycle for comprehensive evaluation. A certificated classroom teacher, who is a provisional employee under RCW 28A.405.220, will receive an annual comprehensive summative evaluation.

In the years when a comprehensive summative evaluation is not required, certificated classroom teachers who received a comprehensive summative evaluation performance rating of Level 3 or 4 in the previous school year will receive a focused evaluation. A focused evaluation includes an assessment of one of the eight criteria selected for a performance rating plus professional growth activities specifically linked to the selected criteria.

A certificated classroom teacher whose performance does not meet minimum requirements of the new or existing RCW, whichever is applicable to that staff member, will be notified in writing of the specific deficiencies and afforded a reasonable program for improvement.

Certificated Principals and Assistant Principals

“Certificated principal,” “principal,” and “assistant principal,” mean an employee who supervises the operation and management of a school as provided by RCW 28A.400.100. and holds certificates pursuant to WAC 181-79A-140(4)(a) or (6)(h). Due to the importance of instructional leadership and assuring rater agreement among evaluators, particularly those evaluating teacher performance, school districts are encouraged to conduct comprehensive summative evaluation of principal performance on an annual basis.

A comprehensive summative evaluation assesses all eight-evaluation criteria applicable to that staff member and all criteria contribute to the comprehensive summative evaluation performance rating. The following will receive an annual comprehensive summative evaluation: 1) principals in the first three consecutive school years of employment as a principal, 2) principals previously employed as a principal by another school district



in the state of Washington for three or more consecutive school years and in the first full year as a principal in the school district and 3) any principal who received a comprehensive summative evaluation performance rating of Level 1 or Level 2 in the previous school year.

In the years when a comprehensive summative evaluation is not required, staff who received a comprehensive summative evaluation performance rating of Level 3 or 4 in the previous school year is required to receive a focused evaluation. A focused evaluation includes an assessment of one of the eight criteria selected for a performance rating plus professional growth activities specifically linked to the selected criteria.

A principal whose performance does not meet minimum requirements will be notified in writing of the specific deficiencies and afforded a reasonable program for improvement.

Certificated Support Personnel

“Certificated support personnel” and “certificated support person” mean a certificated employee who provides services to students and holds one or more of the education staff associate (ESA) certificates pursuant to WAC 181-79A-140(5). ESA certification includes: school speech pathologists or audiologists, school counselors, school nurses, school occupational therapists, school physical therapists, school psychologists, and school social workers

Certificated support personnel are considered non-classroom teachers for purposes of the Professional Growth and Evaluation System and are not subject to the four-level rating system. The superintendent will establish a revised evaluation process using the minimum criteria for certificated support personnel developed by the Superintendent of Public Instruction:

- 1. Knowledge and scholarship in a specialized field
- 2. Specialized skills
- 3. Management of special and technical environment
- 4. The support person as a professional
- 5. Involvement in assisting students, parents and educational personnel.

Other Administrative Staff

The performance of administrative staff other than certificated principals and assistant principals as referenced in the section above will be evaluated at least once per year.

**Classified Staff**

The performance of classified staff will be evaluated at least once per year. Except as otherwise developed in accordance with the duty to bargain in chapter 41.56 RCW, the evaluative criteria for classified staff will be based upon the job description of the specific assignment.

**MOTION MADE: Laura R. Jaecks** made the motion to adopt Policy 5240 Evaluation of Staff as presented by HR Executive Director Lisa Turner.

**Discussion:** None

**SECONDED:** By Kevin Gilbert

**PASSED: Unanimous**

**4) Policy No. 2150: Co-Curricular Programs:** HR Executive Director Lisa Turner presented the following policy for 2<sup>nd</sup> reading and approval.

CO-CURRICULAR PROGRAM

The board recognizes that the goals and objectives of the district can best be achieved by providing a broad offering of purposeful learning experiences, some of which are more appropriately conducted outside of the approved curriculum of the district. Such activities shall ordinarily be conducted wholly or partly outside the regular school day and shall be available to all students who voluntarily elect to participate. The co-curricular program encompasses approved curriculum/program-related activities/clubs.

The board shall approve all activities/clubs included within the ASB program. The principal or designee is authorized to approve curriculum/program-related activities/clubs that are not part of the ASB program and shall make school facilities available for them and designate staff members to support and supervise them.

The criteria to be used by the principal for approving curriculum/program-related activities/clubs are:

- A. The purposes and/or objectives shall be related to a specific program or course offering;
- B. The participating students shall be currently enrolled in a related course or program or possess the entry level knowledge and/or skills to successfully participate in the activity;
- C. The group shall be supervised by a qualified staff member;
- D. The cost of the activity must not be prohibitive to student or district;
- E. The activity must comply with Title IX requirements;
- F. Activities/clubs involving high-risk items including, but not limited to, airplanes, helicopters, airborne balloons, hang gliders, boats, chain saws, etc, are not permitted. (Consult business officer regarding insurability if an item is in question);
- G. All activity must take place on school premises unless approved in advance by the school principal; and
- H. The activity must not be secretive in nature.

Curriculum/Program-related activities/clubs, whether approved by the board as part of the ASB or by the principal, must meet at least one of the following criteria:

- A. The subject matter of the activity/club is actually taught or will soon be taught in a regularly offered course;
- B. The subject matter of the activity/club concerns the body of courses as a whole;
- C. Participation in the activity/club is required for a particular course;
- D. Participation in the activity/club results in academic credit; or
- E. The activity/club is school/community service oriented and provides opportunities to fulfill service requirements in existing school courses/programs.

The board directs the superintendent to develop appropriate procedures for proper planning, funding, approval and implementation of all activities/clubs offered within the above guidelines.

The principal shall be responsible for administering the co-curricular program in the school. An opportunity will be made available in each school for students, including those with disabilities, to participate in some aspect of the program. A survey shall be conducted at least once every three (3) years to assure that the recreational and athletic activities program accurately responds to the needs and desires of both boys and girls.

The district shall evaluate its intramural and interscholastic program at least once each year to ensure that equal opportunities are available to members of both sexes with respect to participation in interscholastic and/or intramural programs.

Ms. Turner reported to the board that she followed up with WenEA about the co-curricular stipend contracts and the issue of “double collecting” by serving as advisors to multiple clubs or sports at the same time. The concern that proper supervising time may not be fairly given to all the activities as needed. Ms. Turner assured the board they will check closely to make sure this does not occur. WenEA is gathering information and were equally concerned if indeed there are cases they are not aware of.

**MOTION MADE: Kevin Gilbert** made the motion to adopt Policy No. 2150 Co-curricular Programs as presented by HR Executive Director Lisa Turner.

**Discussion:** None

**SECONDED: By Gary Callison**

**PASSED: Unanimous**

**5) Principal Leadership Framework- 2<sup>nd</sup> Reading:** Assist. Supt. Jon DeJong presented the Principal Leadership Evaluation Frameworks for approval after the 2<sup>nd</sup> Reading.

Principal Evaluation Memo to Board from Jon DeJong:

One of the requirements of HB 6696 is that districts must formally approve the leadership framework that will be used for principal evaluation. Once the board has approved a framework, it must be posted to the district's web page.

Last spring I spent some time with principals reviewing the leadership frameworks that had been approved by the state. The decision was made that we would recommend the Marzano School Leadership Framework to the board for approval. Please find attached a copy of the framework that is aligned to the new state criterion for principal evaluation for your consideration.

Board members thanked Mr. DeJong and all involved in this long project and all the work that went into it. They recognized the amount time and effort that was put in by all the parties to make both evaluation processes happen and wanted both committees to know how much they appreciate their efforts.

**MOTION MADE: Laura R. Jaecks** made the motion to adopt Principal Leadership Evaluation Framework as presented by Assist Superintendent Jon DeJong.

**Discussion:** None

**SECONDED: By Gary Callison**

**PASSED: Unanimous**

**6) Marzano Teacher Evaluation Framework Model- 2<sup>nd</sup> Reading:** Assist. Supt. Jon DeJong presented the Teacher Leadership Evaluation Frameworks for approval after the 2<sup>nd</sup> Reading.

Marzano Teacher Evaluation Model Framework Memo to Board from Jodi Smith Payne:

Districts must formally approve a teacher evaluation model based on one of three instructional frameworks. Wenatchee district staff have piloted the evaluation model based on the Marzano Instructional Framework and would like to recommend it for board approval. Once approved, the model must be posted to the district's web page.

**MOTION MADE: Laura R. Jaecks** made the motion to adopt Marzano Teacher Evaluation Framework Model as presented by Assist. Superintendent Jon DeJong.

**Discussion:** None

**SECONDED: By Gary Callison**

**PASSED: Unanimous**

**5) Teacher Evaluation Implementation Schedule:** HR Executive Director Lisa Turner asked for the approval of the board for the Teacher Evaluation Implementation Schedule as memo Ms. Turner submitted below:

*We ask that the Wenatchee School District Board of Directors adopt the following teacher evaluation implementation schedule, in accordance with ESSB 5895:*

*1. WSD began implementation in the 2012-2013 school year, with 25% of the classroom teachers*

2. Beginning 2013-2014 another 25% of the classroom teachers will be evaluated on a comprehensive evaluation
3. In school year 2014-1015 another 25% of the classroom teachers will be evaluated on a comprehensive evaluation
4. In school year 2015-2016 the final 25% of the classroom teachers will be evaluated on a comprehensive evaluation
5. In school year 2016 – 2017, the 61 continuing classroom teachers that volunteered for the 12-13 pilot year, will be evaluated on a comprehensive evaluation.
6. We will use the Washington State provided implementation grid to calculate the ratio of teachers each year (a copy is attached)
7. All provisional teachers will be evaluated on a comprehensive evaluation

**MOTION MADE: Kevin Gilbert** made the motion to approve the Teacher Evaluation Implementation Schedule as presented by HR Executive Director Lisa Turner.

**Discussion:** None

**SECONDED: By Laura R. Jaecks**

**PASSED: Unanimous**

**7) Strategic Planning Policies Mission & Vision Update:** Supt. Brian Flonex presented the 0000 policy series updated for approval in the 2<sup>nd</sup> reading. There were language updates to come into alignment with new Mission and Vision through the Wenatchee Learns process. The policies included: 0300, 0500, 0520, 0530. The policies were provided for the board to read and approve.

**MOTION MADE: Gary Callison** made the motion to approve updates to the Strategic Planning Policies No. 0300, 0500, 0520 (deleted), 0530 as presented by Superintendent Brian Flonex.

**Discussion:** None

**SECONDED: By Kevin Gilbert**

**PASSED: Unanimous**

**8) Board Meetings Policy No. 1400:** Supt. Brian Flonex presented the updated policy for approval in the 2<sup>nd</sup> reading. The new workshop worksheet was also included. A survey will be put on the Doodle for the board to chose the dates and times for the workshops. Those dates will be presented to the board for final approval.

**Policy No. 1400 language change excerpt:**  
**MEETING CONDUCT, ORDER OF BUSINESS AND QUORUM**  
*Board meetings will be scheduled in compliance with the law and as deemed by the board to be in the best interests of the district and community. The board will function through (1) regular meetings, (2) special meetings, and (3) emergency meetings.*  
**Meetings**  
**A. Regular Meetings**  
*Regular meetings shall be held at 7:00 p.m. on the 4<sup>th</sup> Tuesdays of each month in the board office All other meeting times and places, as determined by the presiding officer or by majority vote of the board, will also be posted on the website and announced in a news release. If regular meetings are to be held at places other than the board office or are adjourned to times other than a regular meeting time, notice of the meeting shall be made in the same manner as provided for special meetings. All regular meetings of the board will be held within the district boundaries.*  
*When a regular meeting date falls on a legal holiday, the meeting shall be rescheduled.*  
Below is the Worksheet for Workshop dates and times at school campus locations.

Bd Wkshp. Date: (2013 ↓)	TOPICS	Time
October 07, 8, 9, 10, <del>11</del>		3 pm
November <del>11</del> , 12, 13, 14, 15		3 pm
No December Workshop		
Date: (2014 ↓)		Time
January 13 , 14, 15, 16, 17		3 pm
February 10, 11, 12, 13, <del>14</del>		3 pm
March 10, 11, 12, 13, 14		3 pm
April 7, 8, 9, 10, 11		3 pm
May 12, 13, 14, 15, 16		3 pm
NO JUNE , JULY or AUGUST BD Workshops		
EXTRA Workshops at District Office		
Nov. 4 <sup>th</sup> 6-8 pm	CIPP Bd Reviews -OPEN FORUM STYLE: Middle Schools, High Schools, WVTSC , Elementary Schools & Valley Academy	
NOVEMBER	BUDGET / BOND	
FEBRUARY		
MAY		

WenEA President Kathy Sadler addressed the board giving her support of the changes for the board meeting and workshop schedule. WenEA supports the idea that board members get into the schools when classes are being conducted and observe what staff and students do during the day. Staff members are proud of the students and classrooms and want to share their hard work and the results of our outstanding students. They also discussed that this is a way to help communicate to staff about Wenatchee Learns and welcome staff input and participation in our district and see the things we are doing for our students. It was agreed that there would be more effort to communicate the board workshops and publicize the location to parents and community. The Board agreed with Ms. Sadler and her comments.

Mr. Flonex suggested the dates for workshops: Sept. 16, Nov. 4, Feb. 21, May 30. He also suggested that the dates be put on a Doodle survey for board members to chose. The business calendar is firm and already posted on the web for the public to see.

After much discussion by the board to improve communication and outreach to staff and community the board made the following motion.



**MOTION MADE: Kevin Gilbert** made the motion to approve updates to the Board Meetings Policy No. 1400 for language changes in reference to meeting times and places as presented by Superintendent Brian Fones.  
**Discussion:** None  
**SECONDED: By Laura R. Jaecks**  
**PASSED: Unanimous**

V. Citizen Comments

- 1) PSE President Tina Herron: Ms. Herron said she has noticed an absence of classified employees involvement in some of the projects. She would like to see more invitations and input from our classified staff included.
- 2) WenEA President Kathy Sadler: Ms. Sadler gave kudos to Learning and Teaching for helping to motivate the teachers through the Marzano training at the beginning of the week. It gave the teachers a time to learn and collaborate and they appreciated it. It was very beneficial.
- 3) Community member and parent Jennifer Talbot: Ms. Talbot said she is encouraged by the changes and wants to know how the parents can get more involved in the board workshops and assist in the planning process. She suggested ways to get the word out to the schools and parents.

The board discussed ways to improve communication to the public, schools, community and parents.

- Flyers on school doors
- Announcements in school newsletters
- Schedule to paper and radio with more content
- Video streaming would make it easier for the public to see what happens at a board meeting.
- Facebook and webpage utilized

V. Communications

- President Jesús Hernández shared a letter from Washington Incident Management Team for making Pioneer Middle School available for the management of wild-land fire suppression operations at the Colockum Tarps Fire.
- Gary Callison provided a packet for each board member for the 2013 WSSDA Legislative Assembly, September 20-21. Board members will let Lindee know if they plan to attend. Board members were reminded to vote.
- Les Vandervort asked if the board attended the Assembly to please advocate for us concerning spiraling insurance costs - increases are up 17% this year and burden is falling on the employees. WenEA and PSE presidents also asked the board to support lower costs. Discussion about alternative health insurance plans continued. We need experts to enlighten us to what options are out there.

VI. Superintendent’s Report

**MEETING ADJOURNED:** Board President Jesús Hernández adjourned the meeting at 8:40 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Superintendent