

LAKE WASHINGTON SCHOOL DISTRICT NO. 414

BOARD OF DIRECTORS' MEETING

September 11, 2017

Individuals with disabilities who may need a modification to participate in a board meeting should contact the superintendent's office as soon as possible in advance of a meeting so that special arrangements may be made.

## CONSENT AGENDA

A consent agenda has been established by the board in order to eliminate the time-consuming task of acting on routine and repetitive business items. These items are now placed in a consent agenda package and will be voted on at one time. If you see an item on the consent agenda that you would like to have publicly discussed, please discuss your concern with a board member prior to action on the consent agenda.

### Lake Washington School District Acronyms

<b>AMO:</b> Annual Measurable Objectives	<b>PCC:</b> Professional Community & Collaboration
<b>AMAO:</b> Annual Measurable Achievement Objective in English Language Proficiency	<b>PLC:</b> Professional Learning Community
<b>AP:</b> Advanced Placement	<b>PLIE:</b> Planning, Learning, Implementation, and Evaluation
<b>AVID:</b> Advancement Via Individual Determination	<b>Policy Governance:</b> A governance process used by the school board. This sets forth “End Results (ER)” that the superintendent must reach, while abiding by “Executive Limitations (EL).” ER include the district’s mission. EL provide the boundaries for how the superintendent and staff can get to the goals. See the board policy section on web site for more information.
<b>B/CR:</b> Board/CEO Relationship	<b>Quest:</b> Highly Capable program for students in gr. 2-8
<b>CAA:</b> Certificate of Academic Achievement	<b>RCW:</b> Revised Codes of Washington
<b>CADR:</b> College Academic Distribution Requirements	<b>RTI:</b> Response to Intervention
<b>CBA:</b> Classroom-Based Assessments	<b>SALT:</b> Strategic Advisory Leadership Team
<b>CDSA:</b> Common District Summative Assessments	<b>SIOP:</b> Sheltered Instruction Observation Protocol
<b>CEDARS:</b> Comprehensive Education Data and Research System (CEDARS)	<b>SBA:</b> Smarter Balanced Assessment
<b>CIA:</b> Certificate of Individual Achievement	<b>SBE:</b> State Board of Education
<b>CIP:</b> Continuous Improvement Process	<b>sMAS:</b> Secondary Mobile Access for Students
<b>CLT:</b> Central Leadership Team	<b>STEM:</b> Science, Technology, Engineering, and Mathematics
<b>COE:</b> Collection of Evidence	<b>WAC:</b> Washington Administrative Codes
<b>CTE:</b> Career & Technical Education	<b>WaKids:</b> Washington Kindergarten Inventory of Developing Skills
<b>DIBELS:</b> Dynamic Indicators of Basic Early Literacy Skills	<b>WaNIC:</b> Washington Network for Innovative Careers
<b>DLT:</b> District Leadership Team (manager level and above, includes both certified and classified)	<b>WCAP –</b> Washington Comprehensive Assessment Program
<b>EL:</b> Executive Limitations (See Policy Governance)	<b>WELPA:</b> Washington English Language Proficiency Assessment
<b>ELL:</b> English Language Learners	<b>WSSDA:</b> Washington State School Directors Association
<b>ELPA21:</b> English Language Proficiency Assessment for the 21st Century	
<b>eMAS:</b> Elementary Mobile Access for Students	
<b>EOC:</b> End of Course	
<b>ER:</b> End Results (formerly known as ENDS). Goals set forth by the board, including the mission of the district.	
<b>ESEA:</b> Elementary and Secondary Education Act	
<b>GP:</b> Governance Process (Board)	
<b>HCP:</b> Highly Capable Program	
<b>HSBP:</b> High School and Beyond Plan	
<b>KISN:</b> Kindergarten Intensive Safety Net	
<b>KPI:</b> Key Performance Indicators	
<b>LC:</b> Learning Community - The district is divided into four learning communities. Each one is made up of a high school and the elementary and middle schools that feed into it. The four learning communities are: Eastlake, Juanita, Lake Washington, and Redmond.	
<b>LEAP:</b> Learning Enhancement & Academic Planning	
<b>MTSS:</b> Multi-Tiered Systems of Support	
<b>MSP:</b> Measurement of Student Progress	
<b>NSBA -</b> National School Board Association	
<b>OSPI:</b> Office of Superintendent of Public Instruction	

September 7, 2017

Chris Carlson  
President, Board of Directors  
Lake Washington School District No. 414  
Redmond, WA 98052

Dear Mr. Carlson:

I am transmitting herewith the agenda for the Board of Directors' regular meeting of September 11, 2017 beginning at 7:00 p.m. in the Board Room of the Resource Center, 16250 NE 74<sup>th</sup> Street, Redmond, WA.

Order of Business

1. Convene, Roll Call
2. Approve Agenda
3. Recognition
4. Public Comment
5. Consent Agenda
6. Non-Consent Agenda
7. Program Reports
8. Superintendent Report
9. Legislative Update
10. Board Follow-Up
11. Future Agenda Items
12. Debrief
13. Board Member Comments
14. Adjourn

Sincerely,

A handwritten signature in black ink that reads "Traci Pierce". The signature is written in a cursive style and is positioned above the printed name and title.

Traci Pierce  
Superintendent

LAKE WASHINGTON SCHOOL DISTRICT  
 Board of Directors' Meeting  
 L.E. Scarr Resource Center Board Room  
 September 11, 2017

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5:00 p.m.     **Reception - New Administrators**  
*Location: Lobby, Resource Center*

5:00 p.m.     **Study Session**  
*Topic: End Results Monitoring*  
*Location: Robert Hughes Room*

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<u>Time</u>	<u>Action</u>	<u>Policy</u>	<u>Tab</u>	<u>Page</u>
7:00 p.m.	<b>Convene, Roll Call</b>			
	<b>Approve Agenda</b>			
	<b>Recognition</b>			
	▪ <i>Lake Washington Schools Foundation</i>			
	<b>Host School</b>			
	▪ Opening School Report			
	<b>Public Comment</b>	<b>GP-3</b> ( <i>Board Job Description</i> )		
	<b>Consent Agenda</b>	<b>GP-8</b> ( <i>Annual Agenda Planning</i> )		
	▪ Vouchers			
	▪ Minutes - Aug. 14 study session and board meeting and Aug. 28 study session and special board meeting		1	1
	▪ Human Resources Report		2	9
	▪ 2017-18 Organizational Chart		3	13
	▪ Surplus of Equipment, Books, and Vehicles Resolution No. 2243		4	14
	▪ Donations		5	15

<u>Time</u>	<u>Action</u>	<u>Policy</u>	<u>Tab</u>	<u>Page</u>
	<b>Non-Consent Agenda</b>			
	<b>Program Reports</b>			
	<ul style="list-style-type: none"> <li>▪ Preschool and Special Education</li> </ul>			
	<b>Superintendent Report</b>	<b>EL-3</b> <i>(Communication &amp; Council to the Board)</i>		
	<ul style="list-style-type: none"> <li>▪ McCleary Solution/State Education Funding Plan</li> </ul>			
	<b>Legislative Update</b>	<b>GP-3</b> <i>(Board Job Description)</i>		
	<b>Board Follow-Up</b>	<b>GP-3</b> <i>(Board Job Description)</i>		
	<b>Future Agenda Items</b>	<b>EL-3</b> <i>(Communication &amp; Council to the Board)</i>		
	<b>Debrief</b>	<b>GP-2</b> <i>(Governing Style)</i>		
	<b>Board Member Comments</b>			
	<b>Adjourn</b>			

**Next Board Meetings:**

<b>September 18, 2017</b>	<b>5:00 p.m.</b>	<b>Study Session</b> <i>Topic: Short-Term Facility and Bond &amp; Levy</i> <i>Location: Hughes</i>
<b>October 2, 2017</b>	<b>5:00 p.m.</b>	<b>Study Session</b> <i>Topic: Bond &amp; Levy and 7<sup>th</sup> period day</i> <i>Location: Hughes</i>
	<b>7:00 p.m.</b>	<b>Board Meeting</b> <i>Location: Board Room</i>
<b>L.E. Scarr Resource Center</b> <b>16250 NE 74<sup>th</sup> Street</b> <b>Redmond, WA 98052</b>		

OFFICIAL MINUTES  
LAKE WASHINGTON SCHOOL DISTRICT NO. 414  
Board of Directors' Study Session  
August 14, 2017

The August 14, 2017 study session was called to order by  
President Chris Carlson at 5:20 p.m.

CALL TO ORDER

Members present: Chris Carlson, Nancy Bernard, Siri  
Bliesner, Mark Stuart, and Eric Laliberte.

ROLL CALL

Present: Superintendent Traci Pierce.

The topics discussed were:

TOPICS

- *Budget and McCleary Plan*

The meeting was adjourned at 6:55 p.m.

ADJOURNMENT

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Chris Carlson, President

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Traci Pierce, Superintendent

Diane Jenkins  
Recording Secretary

OFFICIAL MINUTES  
LAKE WASHINGTON SCHOOL DISTRICT NO. 414  
Board of Directors' Meeting  
August 14, 2017

The board meeting was called to order by President Chris Carlson at 7:00 p.m.

CALL TO ORDER

Members present: Chris Carlson, Siri Bliesner, Nancy Bernard, Mark Stuart, and Eric Laliberte.

ROLL CALL

Present: Superintendent Traci Pierce.

Eric Laliberte moved to approve the agenda. Seconded by Nancy Bernard.

APPROVAL OF AGENDA

Motion carried.

Bob Yoder suggested posting the agendas for school board meetings earlier.

PUBLIC COMMENT

Devon Kellogg and Jen Delago Perez spoke about the proposed boundary changes and expressed their concerns with safe walk routes in the Mann neighborhood.

Dr. Pierce noted that a study session will be held on August 28 focusing on boundaries and facilities and that there will be additional Open Houses held in September and later in the fall prior to the board taking action.

Nancy Bernard moved to approve the consent agenda. Seconded by Siri Bliesner

CONSENT AGENDA

Chris Carlson, yes; Siri Bliesner, yes; Nancy Bernard, yes; Eric Laliberte, yes; and Mark Stuart, yes.

Motion carried.

*The following June and July 2017 vouchers were approved:*

APPROVAL OF VOUCHERS

***June 2017 -***

*General Fund*

356156-356446 \$6,098,290.24

*Payroll*

2663-2678 \$4,185.68

*Accounts Payable Direct Deposit* \$ 1,038,448.05

*Acquisition Card* 1,474,496.14

*Deferred Comp* 89,517.00

*Department of Revenue* 90,471.30

LAKE WASHINGTON SCHOOL DISTRICT NO. 414

Board of Directors' Meeting

August 14, 2017

<i>Dept. of Retirement Systems</i>	2,183,177.46
<i>Dept. of Retirement Systems</i>	802,304.11
<i>Flex Spending</i>	47,226.73
<i>Payroll Direct Deposit</i>	11,191,604.09
<i>Payroll Tax Withdrawal</i>	4,173,053.50
<i>Sodexo</i>	66,255.08
<i>TSA Envoy</i>	300,928.40
<i>VEBA</i>	17,704.88
<i>Vision/(NBN)</i>	79,547.58
<i>Key Bank Processing Fees</i>	<u>5,249.05</u>
	\$21,559,983.37

Capital Projects

36648-36692 \$1,956,563.82

ASB

61404-61542 \$96,250.76

Transportation Vehicle Fund \$0.00

Private Purpose Trust Fund

2705-2729 \$4,556.7

**July 2017 -**

General Fund

356447-356875 \$4,990,804.33

Payroll

2679-2696 \$8,695.25

<i>Accounts Payable Direct Deposit</i>	\$	2,903,116.06
<i>Acquisition Card</i>		1,588,024.66
<i>Deferred Comp</i>		87,867.00
<i>Department of Revenue</i>		26,051.80
<i>Dept. of Retirement Systems</i>		2,302,021.49
<i>Dept. of Retirement Systems</i>		869,307.78
<i>Flex Spending</i>		46,801.73
<i>Payroll Direct Deposit</i>		11,452,941.07
<i>Payroll Tax Withdrawal</i>		4,380,188.55
<i>Sodexo</i>		66,255.08
<i>TSA Envoy</i>		300,528.40
<i>VEBA</i>		127,116.95
<i>Vision/(NBN)</i>		45,460.90
<i>Key Bank Processing Fees</i>		<u>2,904.53</u>
		\$24,198,586.00



LAKE WASHINGTON SCHOOL DISTRICT NO. 414  
 Board of Directors' Meeting  
 August 14, 2017

Capital Projects

36693-36744 \$1,822,397.15

ASB

61543-61653 \$76,427.93

Transportation Vehicle Fund

57-59 \$611,845.86

Private Purpose Trust Fund

2730-2736 \$1,265.25

Approval of June 26, 2017 board meeting and study session minutes.

APPROVAL OF MINUTES

Approval of August 14, 2017 Human Resources Report and salary schedules.

APPROVAL OF HUMAN RESOURCES REPORT

Authorizes the superintendent or her designee to approve contract modifications with Lydig Construction, Inc. to proceed with Amendment #3 for the new middle school in Redmond Ridge project in the amount of \$29,316,255, plus sales tax.

GC/CM CONTRACT AMENDMENT #3 NEW MIDDLE SCHOOL IN REDMOND RIDGE (SITE 72)

APPROVAL OF MONITORING REPORTS

Approves the monitoring report for EL-9, District Staff, as presented.

EL-9, DISTRICT STAFF

Approves the monitoring report for EL-10, Budgeting/Financial Planning, as presented.

EL-10, BUDGETING/  
FINANCIAL PLANNING

Approves the monitoring report for EL-11, Financial Administration, as presented.

EL-11, FINANCIAL  
ADMINISTRATION

Accepts the donations/grants as identified -

DONATIONS

Acceptance from Lake Washington Schools Foundation to Lake Washington School District in the amount of \$55,000.00 to support LINKS.

Acceptance from Elizabeth Blackwell PTSA to Blackwell Elementary in the amount of 5,167.00 to purchase classroom supplies, library books, and walkie talkies (\$2,567.00); and support classroom enrichment and field trips (\$2,600.00).

Acceptance from Rachel Carson PTSA to Carson Elementary in the amount of \$2,910.10 to purchase playground equipment.

LAKE WASHINGTON SCHOOL DISTRICT NO. 414

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August 14, 2017

Acceptance from Community School Parent Fund to Community School in the amount of \$3,500.00 to support outdoor education.

Acceptance from Emily Dickinson PTSA to Dickinson Elementary in the amount of \$1,524.00 to purchase playground equipment.

Acceptance from Juanita Schools Foundation to Juanita Elementary in the amount of \$1,281.00 to provide stipend for computer club.

Acceptance from Lakeview Elementary PTSA to Lakeview Elementary in the amount of \$1,627.50 to purchase emergency supplies (\$45.00) and support ASB (\$780.00) and field trips (\$802.50).

Acceptance from Christa McAuliffe PTSA to McAuliffe Elementary in the amount of \$10,332.00 to purchase Risograph lease (\$1,444.00), classroom supplies (\$989.00), classroom equipment (\$1,000.00), and playground supplies (\$999.00); reimburse copy room supplies (\$5,000.00); and support ASB (\$300.00) and safety patrol (\$600.00).

Acceptance from John Muir Elementary PTSA to Muir Elementary in the amount of \$6,800.00 to support classroom enrichment (\$1,500.00) and choir (\$1,300.00); and purchase supplies (\$4,000.00).

Acceptance from Norman Rockwell PTSA to Rockwell Elementary in the amount of \$3,388.78 to purchase library books.

Acceptance from Audubon Elementary PTSA to Audubon Elementary in the amount of \$3,348.00 to provide stipends for choir and intramural sports.

Acceptance from A.G. Bell PTSA to Bell Elementary in the amount of \$3,535.26 to provide stipend for webmaster (\$1,200.00) and support outdoor education (\$1,324.00) and professional development (\$1,011.26).

Acceptance from Albert Einstein PTSA to Einstein Elementary in the amount of \$4,533.00 to provide stipends for lunch buddy, music, and outdoor education.

Acceptance from City of Redmond to Redmond Elementary in the amount of \$3,000.00 to support lunch buddy program.

Acceptance from Redmond Elementary PTSA to Redmond Elementary in the amount of \$2,500.00 to purchase subscription renewal for Accelerated Reader.

Acceptance from Norman Rockwell PTSA to Rockwell Elementary in the amount of \$7,762.14 to purchase library tables (\$1,299.14) and support field trips (\$6,463.00).

Acceptance from Rosa Parks PTSA to Rosa Parks Elementary in the amount of \$12,057.50 to provide stipends for choir and drama programs.

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Acceptance from Community Group of Discovery School to Sandburg Elementary in the amount of \$2,502.64 to provide bus transportation for field trips.

Acceptance from Carl Sandburg PTSA to Sandburg Elementary in the amount of \$12,587.57 to provide bus transportation for choir (\$342.68) and stipends for outdoor education and choir (\$12,244.89)

Acceptance from Samantha Smith PTSA to Smith Elementary in the amount of \$2,140.47 to purchase classroom supplies (\$1,020.47), copying services (\$45.52), and library books (\$1,074.48).

Acceptance from H.D. Thoreau Elementary PTSA to Thoreau Elementary in the amount of \$1,051.00 to support outdoor education.

Acceptance from Laura Ingalls Wilder Elementary PTSA to Wilder Elementary in the amount of \$34,122.38 to purchase watercoolers (\$1,015.38) and playground equipment (\$33,107.00).

Acceptance from Rachel Harris to Inglewood Middle in the amount of \$1,767.00 to support extracurricular activities.

Acceptance from Renaissance School PTSA to Renaissance Middle in the amount of \$4,471.23 to purchase art supplies (\$881.90) and support classroom enrichment (\$3,589.33).

Acceptance from International Community School PTSA to ICS in the amount of \$2,094.66 to support building activities.

Acceptance from Lake Washington High School Choir Boosters to Lake Washington High in the amount of \$1,512.28 to provide bus transportation for extracurricular activity.

Acceptance from Redmond Mustangs Tennis Boosters to Redmond High School in the amount of \$2,000.00 to purchase a tennis wall.

Acceptance from Tesla STEM PTSA to Tesla STEM High in the amount of \$1,475.00 to support extracurricular activities.

**TOTAL \$102,460.13**

NON-CONSENT AGENDA

Traci Pierce related that 2017-18 proposed draft budget was presented to the board at the June 26, 2017 board meeting. The budget was posted on the district's website. Copies of the budget have also been made available to interested persons. She highlighted the district and board policies related to the budget along with the budget development timeline and process. The legislature did not adopt a budget until June 30. The Business Services Office then revised the district budget. In addition, the legislature passed the education funding plan or "McCleary Solution" which outlines the long-term funding plan for schools.

2017-18 BUDGET  
PUBLIC HEARING AND  
ADOPTION  
RESOLUTION NO. 2242

Barbara Posthumus, Associate Superintendent, Business and Support Services, provided a legislative recap, an overview of all the funds, key changes in the general fund revenues and expenditures, and next steps. She then connected the strategic goals and additional resources allocated to meet those goals. She noted that in March 2017, the district was awarded the Pathway to the Meritorious Budget Award for the 2016-17 budget. The board will take formal board action to adopt the 2017-18 Budget at a special board meeting on August 28. She noted that the legislature failed to adopt the Capital Budget.

Chris Carlson opened the public hearing for the 2017-18 budget.

Bob Yoder requested changing how salaries are displayed in the budget and including FTE for all job classifications prior to the budget being adopted.

Chris Carlson then closed the public hearing.

Dr. Pierce shared that annual program reports and updates will be provided at board meetings to connect End Results and Executive Limitations.

PROGRAM REPORTS

SUMMER PROGRAMS

Matt Van Orden, Associate Superintendent, Student Academic Success Services, and Matt Manobianco, Associate Superintendent, Student and Professional Learning Services provided a report on Athletics and Activities and Summer Programs.

ATHLETICS AND  
ACTIVITIES

LAKE WASHINGTON SCHOOL DISTRICT NO. 414

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August 14, 2017

Dr. Pierce asked Barbara Posthumus, Associate Superintendent, Business and Support Services, to provide a report on facilities, "Building on Success."

SUPERINTENDENT  
REPORT

Barbara Posthumus provided an overview and highlighted the accomplishments and upcoming activities for the 2016 Bond Projects – Juanita High School Rebuild and Enlarge, Explorer Community School, new North Redmond Elementary School, new Redmond Ridge East Elementary School, new Redmond Ridge Middle School, Peter Kirk Elementary School Rebuild and Enlarge, Margaret Mead Elementary School Rebuild and Enlarge, and the Old Redmond Schoolhouse.

Siri Bliesner conveyed that the Washington State School Director's Board of Distinction Application is due September 21.

BOARD COMMENTS

Nancy Bernard moved to adjourn. Seconded by Eric Laliberte.

ADJOURNMENT

Motion carried.

The meeting was adjourned at 9:30 p.m.

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Chris Carlson, President

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Traci Pierce, Superintendent

Diane Jenkins  
Recording Secretary

OFFICIAL MINUTES  
LAKE WASHINGTON SCHOOL DISTRICT NO. 414  
Board of Directors' Study Session  
August 28, 2017

The August 28, 2017 study session was called to order by  
President Chris Carlson at 5:20 p.m.

CALL TO ORDER

Members present: Chris Carlson, Nancy Bernard, Siri  
Bliesner, Mark Stuart, and Eric Laliberte.

ROLL CALL

Present: Superintendent Traci Pierce.

The topics discussed were:

TOPICS

- *Boundary Process and Facilities*

The meeting was recessed at 7:00 p.m. and reconvened at  
7:20 p.m.

BREAK

The board continued reviewing and discussing the proposed  
boundary scenarios.

The meeting was adjourned at 8:05 p.m.

ADJOURNMENT

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Chris Carlson, President

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Traci Pierce, Superintendent

Diane Jenkins  
Recording Secretary

OFFICIAL MINUTES  
LAKE WASHINGTON SCHOOL DISTRICT NO. 414  
Board of Directors' Special Board Meeting  
August 28, 2017

The August 28, 2017 special board meeting was called to order by President Chris Carlson at 7:05 p.m.

CALL TO ORDER

Members present: Chris Carlson, Nancy Bernard, Siri Bliesner, Mark Stuart, and Eric Laliberte.

ROLL CALL

Present: Superintendent Traci Pierce.

Nancy Bernard moved to approve the agenda. Seconded by Siri Bliesner.

APPROVAL OF AGENDA

Motion carried.

Dr. Pierce noted that the 2017-18 draft budget was presented to the Board at the June 26, 2017 meeting. On June 30, the state legislature passed the biennial budget. Changes to revenue and expenditures were incorporated into the budget. The 2017-18 proposed draft budget was presented to the Board at the August 14, 2017 meeting and a public hearing was held. The F-195, state budget format, is the official budget to be adopted.

2017-18 BUDGET  
ADOPTION  
RESOLUTION NO. 2242

Eric Laliberte moved that the Board adopt Resolution No. 2242 officially adopting the 2017-18 Budget. Seconded by Siri Bliesner.

Motion carried.

The meeting was adjourned at 7:15 p.m.

ADJOURNMENT

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Chris Carlson, President

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Traci Pierce, Superintendent

Diane Jenkins  
Recording Secretary

# Human Resources Board Report

## September 11, 2017



### NEW PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary/Rate</u>	<u>Start Date</u>	<u>Reason</u>
Ackerman, Lauren P3	Teacher	Rose Hill MS	C-0	08/28/17	Budgeted
Allen, James P1	Teacher	Redmond HS	C-0	08/28/17	Repl. S. Erhardt
Arroyo Arellano, Daniel P3	.6 Teacher	Kamiakin MS/Juanita HS	C-0	08/28/17	Budgeted
Baker, Cynthia NC	Teacher	Juanita HS	C-0	08/28/17	Leave Replacement
Bennett, Jamie NC	Teacher	Redmond MS	C-0	08/28/17	Leave Replacement
Booker, Johnny NC	Teacher	Kirkland MS	C-16	08/28/17	Repl. D. Jacobsen
Campbell, Margaret P3	.5 Counselor	Juanita HS	C-0	08/28/17	Budgeted
Cattin, William NC	Teacher	Lake Washington HS	A-5	08/30/17	Repl. J. Greenwood
Chapel, Emily P3	Teacher	Redmond HS	C-0	08/28/17	Repl. C. McMillan
Clasen, Elyss P3	Speech Language Path	Special Services	C-0	08/28/17	Repl. J. Shields
Farnham, Emily NC	Teacher	Alcott Elem	C-0	08/28/17	Leave Replacement
Glaze, Elizabeth NC	Tech Integration Specialist	Resource Center	C-11	08/28/17	Repl. H. Jones
Granat, Lisa NC	Teacher	Kamiakin MS	C-0	08/28/17	Leave Replacement
Gregori, Christina P1	.5 Teacher	Kamiakin MS	D-9	08/28/17	Budgeted
Grosvenor, Linda P3	Teacher	Intervention	D-16	08/28/17	Repl. S. Rothaus
Jamshed, Sehrish P3	Teacher	Juanita HS	C-0	08/29/17	Budgeted
Jordan, Wendaka P3	Teacher	Juanita HS	A-0	09/06/17	Budgeted
Josefowitz, Emily NC	Teacher	McAuliffe Elem	C-0	08/28/17	Leave Replacement
Khan, Nusrat P3	Teacher	Juanita HS	C-0	08/28/17	Budgeted
Kruse, Abigail P2	Teacher	Juanita HS	C-0	08/28/17	Budgeted
Lee, Amy NC	Teacher	Lakeview Elem	C-0	10/10/17	Leave Replacement
Loranger, Jody NC	Teacher	Finn Hill MS	C-1	08/28/17	Leave Replacement
Love, Samantha NC	Teacher	Redmond HS	C-0	08/28/17	Repl. T. Arlington
Martin, Hannah P3	Teacher	Mead Elem	C-0	09/05/17	Budgeted
Meseroll, Laurie NC	Teacher	Mead Elem	C-0	08/28/17	Leave Replacement
Morgan, Cydane NC	.6 Teacher	Muir Elem	C-0	08/28/17	Leave Replacement
Olsen, Jennifer P3	Teacher	Inglewood MS	C-0	08/28/17	Budgeted
Oostra, Katie NC	.8 Teacher	WaNIC Skills Center	A-0	09/05/17	Leave Replacement
Reina, Lillian P3	Teacher	Evergreen MS	C-0	08/28/17	Budgeted



# Human Resources Board Report September 11, 2017



## NEW PERSONNEL - Con't

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary/Rate</u>	<u>Start Date</u>	<u>Reason</u>
Reitz, Amara P3	Teacher	Mead Elem	A-0	08/28/17	Budgeted
Roberts, Cynthia NC	Teacher	Transition Academy	D-0	09/18/17	Leave Replacement
Rosenthal, Suzanne NC	Teacher	Dickinson Elem	C-0	08/28/17	Leave Replacement
Sandberg, Mary NC	Teacher	Evergreen MS	C-0	08/28/17	Leave Replacement
Schwartz, Rachel P3	Teacher	Redmond HS	A-0	09/05/17	Repl. G. Brady
Shields, Madeline P3	Teacher	Juanita HS	C-0	08/28/17	Budgeted
Stelzner, Minna NC	Teacher	Inglewood MS	C-0	08/28/17	Leave Replacement
Thiessen, Jodi P1	Teacher	Frost El/Bell El	C-0	08/28/17	Budgeted
Urness, Ellen P3	Teacher	Eastlake HS	C-0	08/28/17	Budgeted

## RETIREMENTS/RESIGNATIONS/TERMINATIONS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Start</u>	<u>Effective Date</u>	<u>Reason</u>
Barnes, Eileen	Teacher	Thoreau Elem	02/05/09	09/01/17	Resignation
Boyer, Kay	Special Ed Para Ed	Dickinson Elem	09/06/16	08/30/17	Resignation
Brady, Grace	Teacher	Redmond HS	09/03/91	09/01/17	Resignation
Brun, Angela	Special Ed Para Ed	Lake Washington HS	10/23/15	06/23/17	Resignation
Burton, Barbara	Teacher	Juanita HS	08/26/16	08/28/17	Resignation
Conn, Leslie	Bus Driver	Transportation	01/28/16	08/23/17	Resignation
Culley, Aaron	Bus Driver	Transportation	08/06/13	08/17/17	Resignation
Davis, Susan	Special Ed Para Ed	Redmond MS	09/11/15	08/11/17	Resignation
Evans, Edward	Bus Driver	Transportation	04/26/06	08/11/17	Resignation
Fothergill, Carline	Special Ed Para Ed	Rose Hill Elem	09/24/14	08/24/17	Resignation
Gee, Karen	Instructional Assist	Extended Day	12/05/16	07/26/17	Resignation
Grcic, Erdin	Bus Driver	Transportation	01/17/08	08/30/17	Resignation
Gremmert, Susan	Teacher	Smith Elem	08/18/11	08/21/17	Resignation
Heaslett, Heather	Bus Driver	Transportation	04/01/02	08/23/17	Resignation
Karok, Albert	Custodian	Kamiakin MS	04/01/00	08/30/17	Resignation
Klinkenberg, Margaret	Instructional Assist	Muir Elem	04/19/11	08/24/17	Resignation

# Human Resources Board Report

## September 11, 2017



### RETIREMENTS/RESIGNATIONS/TERMINATIONS - Con't

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Start</u>	<u>Effective Date</u>	<u>Reason</u>
Lathwell, Angela	Admin Secretary II	Special Services	09/30/16	08/23/17	Resignation
Lee, Grace	Teacher	Wilder Elem	08/28/17	09/01/17	Rescinded
McElreath, Kimberly	Teacher	Carson Elem	08/24/10	08/10/17	Resignation
Merrill, Valerie	Instructional Assist	Redmond HS	10/27/14	08/31/17	Resignation
Montgomery, Brandy	Office Assist/Instructional Assist	Redmond HS	11/03/16	09/01/17	Resignation
Reilly, Danielle	Health Services Specialist	Special Services	04/21/14	08/09/17	Resignation
Rivas Lefort, Blanca	Teacher	Ready Start	09/04/13	08/12/17	Resignation
Roberts, Lisa	Instructional Assist	Mann Elem	08/27/14	08/08/17	Resignation
Schaefer, Riley	Special Ed Para Ed	Twain Elem	01/26/16	08/11/17	Resignation
Shumake, Mackenzie	School Secretary	Lake Washington HS	08/15/16	08/25/17	Resignation
Sloman, Rhoda	School Secretary	Sandburg Elem	10/22/15	08/23/17	Resignation
Villeneuve, Tim	Bus Driver	Transportation	04/03/14	08/23/17	Resignation
Winkler, Joel	Bus Driver	Transportation	06/23/16	08/23/17	Resignation

### CHANGE OF CONTRACTUAL STATUS

<u>Name</u>	<u>Location</u>	<u>Change</u>	<u>Effective Date</u>
Bagby, Michelle	Rose Hill MS	.4NC to .6NC	08/28/17
Bechtel Hall, Katherine	Thoreau Elem	.8P1 to .8P1/.2NC	08/28/17
Brandenfels, Christina	Rose Hill MS	.6P2 to .6P2/.2NC	08/28/17
Cordell, Lesley	Redmond HS	.6C to .6C/.2NC	08/28/17
Gerdes, Deborah	Evergreen MS/Juanita HS	.6P3 to 1.0P3	08/28/17
Guatelli, Amy	Redmond HS	.6P2 to 1.0P2	08/28/17
Jester, Susan	Redmond MS	.8P3 to 1.0P3	08/28/17
Larson, Alexandria	Rose Hill MS	.8P3 to 1.0P3	08/28/17
Pence, Jennifer	Emerson K-12	.7C to .8C	08/28/17
Pesavento, Mary Ellen	Special Services	0.8P2 to 1.0 P2	08/28/17
Pinski, Janelle	Special Services	0.6P3 to 0.8 P3	08/28/17
Suter, Laura	Special Services	.8C to 1.0C	08/28/17
White, Katelan	Evergreen MS	.8P3 to .8P3/.2NC	08/28/17

# Human Resources Board Report September 11, 2017



## CHANGE OF POSITION

<u>Name</u>	<u>Old Position</u>	<u>New Position</u>	<u>Effective Date</u>	<u>Reason</u>	<u>New Salary</u>
Kollman, Jon	Maintenance Field Supervisor	Maintenance Manager	06/01/17	Budgeted	\$105,105.00
McMillan, Christine	Teacher	Assoc Principal	08/03/17	Repl. T. Hupperten	\$124,460.00
Posthumus, Lars	Transportation Coordinator	Transportation Asst Manager	07/01/17	Budgeted	\$105,105.00
Tawney, Tracie	Athletic Secretary	Teacher	08/29/17	Repl. J. Judy	D-5

## 2017-18 ORGANIZATIONAL CHART

September 11, 2017

### SITUATION

Board Policy establishes the role of the superintendent as the Chief Executive Officer and the Board's link to the operational organization. Board/CEO Relationship Policies define the superintendent's responsibilities in establishing administrative policy, making decisions, establishing practices and developing activities in order to meet the Board's End Results Policies.

Board CEO Relationship (B/CR) Policies specify the following:

#### B/CR-1: Governance-Management Connection

"The Board's sole direction of the operational organization is through the superintendent, functioning as the Chief Executive Officer."

#### B/CR-3: Accountability of the CEO

"The CEO is the Board's link to the operational organization. Authority over and accountability for staff performance are the responsibilities of the CEO. Accordingly:

1. The Board will never give direction to persons who report directly or indirectly to the CEO.
2. The Board will not formally evaluate any staff member other than the CEO.
3. Except as required by law, the Board will not participate in decisions or actions involving the hiring, evaluating, disciplining or dismissal of any employee other than the CEO".

In addition, Administrative Policy, File: CC, Administrative Organization Plan states the following:

"The administrative organization of the district shall be considered as an orderly means of achieving the district's primary objective, an effective program of instruction for pupils.

The general administrative organization of the district shall be known as the single executive type of school administration with the board as the governing body and with all activities under the direction of the superintendent of schools.

An organizational chart for the district shall be prepared by the superintendent and approved by the board to designate clearly the relationships of all employees within the district organization."

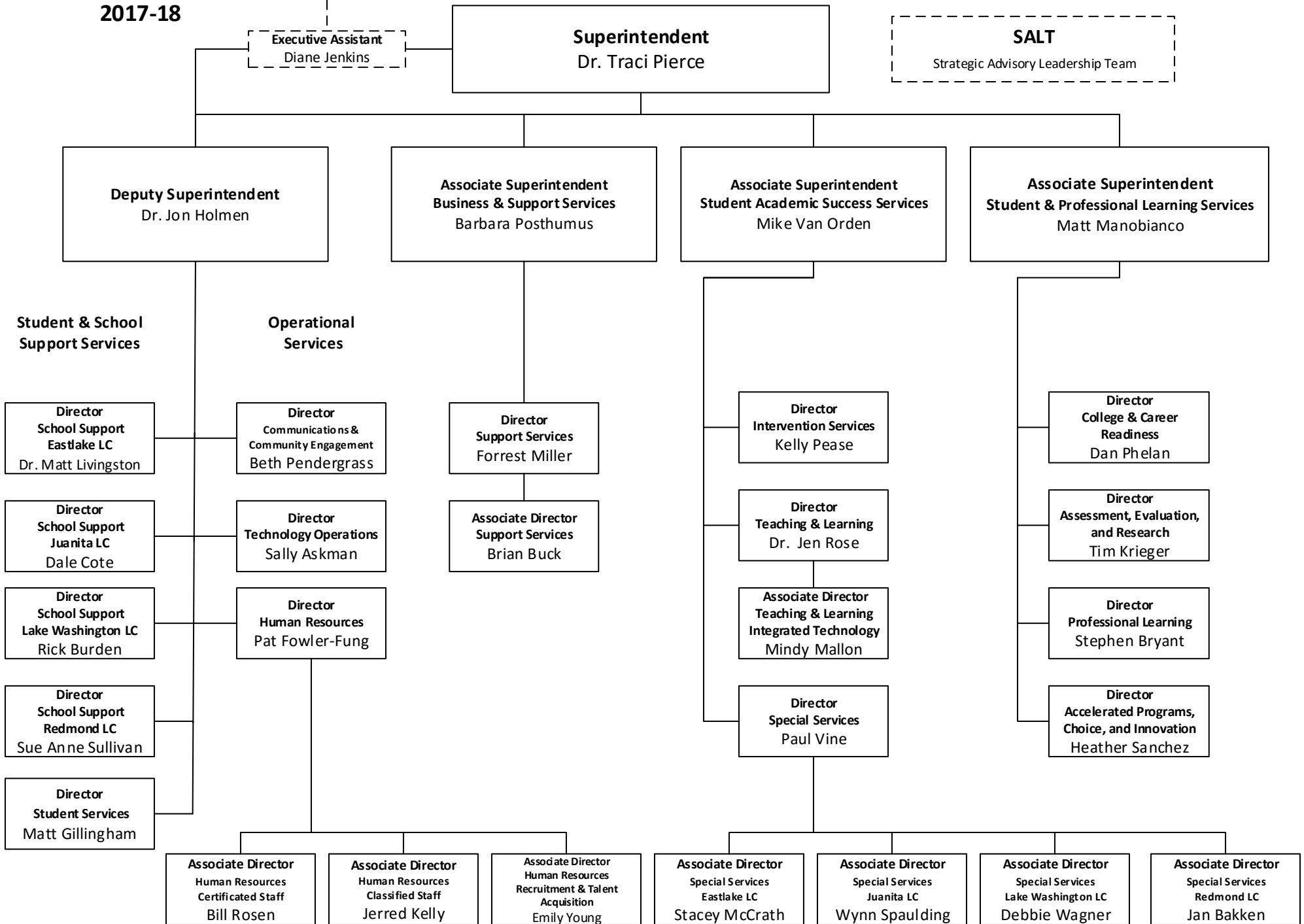
A 2017-18 Organizational Chart has been developed in alignment with Board and Administrative Policy.

### RECOMMENDATION

The Board of Directors approves the 2017-18 Organizational Chart as presented.

**Lake Washington School District  
Central Leadership Team  
Organizational Chart  
2017-18**

**Board of  
Directors**



SURPLUS OF EQUIPMENT, BOOKS AND VEHICLES  
RESOLUTION NO. 2243

September 11, 2017

SITUATION

In the normal course of district operations, materials and equipment become dated, damaged and in many cases, unusable or unsupportable. Our last surplus authorization for equipment and books was in May 2017. Since that time, we have been accumulating items that are no longer of any use to the schools or departments.

Also included in this request are vehicles that are being surplus due to the age and increasing cost of repair, maintenance, and operation. The buses are no longer on the state depreciation schedule. Some of the buses have been used for parts on other buses as needed.

In order to dispose of this equipment and materials, they must be declared surplus to the needs of the district. Resolution No. 2243 has been prepared in order to do so.

Once this property is declared surplus by the board and appropriate public notifications are made, we will offer it for sale/redistribution consistent with the requirements of RCW 28A.335.180. This could include sales to other private and public schools, sale to the general public and/or disposal. As appropriate, we will use the state surplus warehouse for disposal.

RECOMMENDATION

The Board of Directors adopts Resolution No. 2243 declaring the equipment, books, and vehicles listed on the attached page as surplus to the needs of the district and authorizing the superintendent to proceed with the distribution, transfer, sale, or disposal of items listed.

SURPLUS OF EQUIPMENT, BOOKS AND VEHICLES

RESOLUTION NO. 2243

WHEREAS, in the course of normal operations, equipment, materials and vehicles are purchased for use by the various schools and support functions of the district;

WHEREAS, this equipment and these materials and vehicles have been used and have fulfilled their useful life or have been replaced by other equipment, materials or vehicles which fulfill to a greater degree the needs for which the original equipment, materials or vehicles was purchased;

WHEREAS, it is no longer practical or economical to retain these items for possible future use due to cost of storage, handling and maintenance.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Lake Washington School District, No. 414, declares that the personal property on the attached list is surplus to the needs of the district and that the administration is hereby authorized to dispose of this property in accordance with the regulations of the State of Washington.

APPROVED by the Board of Directors of Lake Washington School District No. 414 in a regular meeting held on the 11th day of September 2017.

BOARD OF DIRECTORS  
LAKE WASHINGTON SCHOOL DISTRICT NO. 414

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attest:

\_\_\_\_\_  
Secretary, Board of Directors

**Surplus of Equipment, Books, and Vehicles**

**Resolution No. 2243**

**September 11, 2017**

**Equipment & Books:**

Quantity	Unit	Description
4	each	Bench Presses
2	each	Elliptical
128	each	Golf clubs
8	each	Grey Body Motion Machines
3	each	Grey Hammer Strength Machines
1	lot	Gym Weights, Assorted
1	lot	Library books
1	lot	Math Manipulatives, Curriculum
1	lot	PE/Athletic Equipment
1	lot	Photograph trays, filters
12	each	Photo Enlargers
3	each	Pianos
17	each	Scooters
1	lot	Tables, Assorted
1	lot	Textbooks
1	Lot	Uniforms
2	each	Volleyball Stands
5	each	Weight rack
1	each	Wrestling Mat (large set)

**Vehicles:**

Vehicle No.	Year	Make/Model	License #	Vin #
4	2004	Bluebird	WL# 68124C	1GBJG31U841124931
06	2004	Bluebird	WL# 68353C	1GBJG31U441157148
6	2004	Bluebird	WL# 68128C	1GBJG31UX41125207
07	2004	Bluebird	WL# 68345C	1GBJG31U441126871
7	2004	Bluebird	WL# A34GL	1GBJG31UX41151497
38	2002	Bluebird	WL# B5933C	1GBJG31R021192505
41	2004	Bluebird	WL# 68122C	1GBJG31U841125741
42	2004	Bluebird	WL# 68121C	1GBJG31U141126911
43	2003	Bluebird	WL# 68113C	1GBJ31U031125540
44	2004	Bluebird	WL# 68120C	1GBJG31U041125703
45	2004	Bluebird	WL# 68119C	1GBJG31U841125917
46	2004	Bluebird	WL# 68126C	1GBJG31U541124899
48	2004	Bluebird	WL# 68123C	1GBJG31U241125881
81	1995	Thomas	WL# 28802C	1T75U4B29S1128754
89	1998	Thomas	WL# 44174C	1T7HT4B21W1162452



Surplus of Equipment, Books, and Vehicles

Resolution No. 2243

September 11, 2017

Vehicle No.	Year	Make/Model	License #	Vin #
93	1998	Thomas	WL# 44172C	1T7HT4B25W1162454
206	1988	Dodge Van	WL# 06215-C	2B7KB33W7JK162504
215	2001	Freightliner Dump Truck	WL# 58333-C	1FVABTAK52DK026686
221	1985	Ford F350 Dump Truck	WL# C-65339	JF37L2FPB29079
241	1988	Dodge D350	WL# 06271-C	1B6MD3451JS752300
269	1977	Two Axle Trailer	WL# C-10576	
270	1979	Load-Em Easy Trailer	WL# C-31436	79025-120
278		Garland Trailer	WL# 61947C	
305	1990	GMC 7000 Van	WL# 07899-C	GDH7D1B4LV505354
310	1990	Ford F700 Van	WL# 10857-C	1FDWF70K9LVA45136
312	1989	Chevrolet G3500	WL# 07900-C	1GCGG35KXL7116565
412	1989	Nordskog Electric Truck		S/N 282B89H119
255T	1983	Cle-Mar Utility Trailer	WL# C-56221	
	1993	Gator		S/N W004X2X002865

## DONATIONS

September 11, 2017

### SITUATION

Individuals and/or groups periodically desire to make monetary donations to the school district. Monetary donations which exceed \$1,000 are submitted for board approval. Following is a list of those requests for the time period including the individual or group making the request, the amount of donation and the purpose for which the funds are to be used.

<u>From</u>	<u>Amount</u>	<u>Purpose</u>
Lake Washington Schools Foundation to Muir Elementary	\$2,538.89	To purchase library books.
Lake Washington Schools Foundation to Lake Washington High	\$1,433.12	To support robotics.
Albert Einstein PTSA to Einstein Elementary	\$5,031.25	To support outdoor education and field trips.
Juanita Elementary PTA to Juanita Elementary	\$4,629.98	To provide outdoor education stipends and outdoor education bus transportation.
John Muir Elementary PTSA to Muir Elementary	\$6,930.00	To purchase DreamBox site licenses.
Eastlake Women's Basketball to Eastlake High	\$2,294.68	To provide extra hours for summer basketball coaching.
Juanita Rebels Booster Club to Juanita High	\$8,102.03	To purchase football uniforms.
AeroJet Rocketdyne to Tesla STEM High	\$2,000.00	To purchase classroom supplies
<b>TOTAL</b>	<b>\$28,987.94</b>	

### RECOMMENDATION

The Board of Directors accepts the donations as identified at the September 11, 2017 board meeting.