

LAKE WASHINGTON SCHOOL DISTRICT NO. 414

BOARD OF DIRECTORS' MEETING

March 28, 2016

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

AMO: Annual Measurable Objectives

AMAO: Annual Measurable Achievement Objective in English Language Proficiency

AP: Advanced Placement

AVID: Advancement Via Individual Determination

B/CR: Board/CEO Relationship

CAA: Certificate of Academic Achievement

CADR: College Academic Distribution Requirements

CBA: Classroom-Based Assessments

CDSA: Common District Summative Assessments

CEDARS: Comprehensive Education Data and Research System (CEDARS)

CIA: Certificate of Individual Achievement

CIP: Continuous Improvement Process

CLT: Central Leadership Team

COE: Collection of Evidence

CTE: Career & Technical Education

DIBELS: Dynamic Indicators of Basic Early Literacy Skills

DLT: District Leadership Team (manager level and above, includes both certified and classified)

EL: Executive Limitations (See Policy Governance)

ELL: English Language Learners

EOC: End of Course

ER: End Results (formerly known as ENDS). Goals set forth by the board, including the mission of the district.

ESEA: Elementary and Secondary Education Act

GP: Governance Process (Board)

HCP: Highly Capable Program

HSBP: High School and Beyond Plan

HSPE: High School Proficiency Exam

KISN: Kindergarten Intensive Safety Net

KPI: Key Performance Indicators

LC: Learning Community - The district is divided into four learning communities. Each one is made up of a high school and the elementary schools and junior highs that feed into it. The four learning communities are: Eastlake, Juanita, Lake Washington, and Redmond.

LEAP: Learning Enhancement & Academic Planning

MSP: Measurement of Student Progress

NSBA - National School Board Association

OSPI: Office of Superintendent of Public Instruction

PCC: Professional Community & Collaboration

PLC: Professional Learning Community

PLIE: Planning, Learning, Implementation, and Evaluation

Policy Governance: 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.

Quest: Highly Capable program for students in gr. 2-8

RCW: Revised Codes of Washington

RTI: Response to Intervention

SALT: Strategic Advisory Leadership Team

SIOP: Sheltered Instruction Observation Protocol

SBAC: Smarter Balanced Assessment Consortium

SBE: State Board of Education

sMAS: Secondary Mobile Access for Students

STEM: Science, Technology, Engineering, and Mathematics

WAC: Washington Administrative Codes

WaNIC: Washington Network for Innovative Careers

WELPA: Washington English Language Proficiency Assessment

WLPT: Washington Language Proficiency Test

WSSDA: Washington State School Directors Association

March 24, 2016

Nancy Bernard
President, Board of Directors
Lake Washington School District No. 414
Redmond, WA 98052

Dear Mrs. Bernard:

I am transmitting herewith the agenda for the Board of Directors' regular meeting of March 28, 2016 beginning at 5:30 p.m. in the Board Room of the Resource Center, 16250 NE 74th Street, Redmond, WA.

Order of Business

1. Convene, Roll Call
2. Approve Agenda
4. Consent Agenda
5. Non-Consent Agenda
6. Board Member Comments
7. Adjourn

Sincerely,



Traci Pierce
Superintendent

LAKE WASHINGTON SCHOOL DISTRICT

Board of Directors' Meeting

L.E. Scarr Resource Center Board Room

March 28, 2016

<u>Time</u>	<u>Action</u>	<u>Policy</u>	<u>Tab</u>	<u>Page</u>
5:30 p.m.	Convene, Roll Call			
	Approve Agenda			
	Consent Agenda	GP-6 (<i>Annual Agenda Planning</i>)		
	▪ Minutes - {March 14 study session & board meeting}		1	1
	▪ Human Resources Report		2	8
	▪ OSPI Energy Efficiency Grant Resolution No. 2209		3	11
	▪ 2016 Study and Survey of Facilities Acceptance of Report Resolution No. 2210		4	12
	▪ Donations		5	13
	Non-Consent Agenda			
	Superintendent Report	EL-3 (<i>Communication & Council to the Board</i>)		
	Board Member Comments			
	Adjourn			

5:30 p.m. **Study Session**
Topic: Quest and Board Assessment & Processes
Location: Board Room

Next Board Meeting: **April 18, 2016**
5:30 p.m. **Study Session**
Topic: Special Education Program Review Update
Location: Robert Hughes Room
7:00 p.m. **Board Meeting**
Location: Board Room

L.E. Scarr Resource Center
16250 NE 74th Street
Redmond, WA 98052

OFFICIAL MINUTES
LAKE WASHINGTON SCHOOL DISTRICT NO. 414
Board of Directors' Study Session
March 14, 2016

The March 14, 2016 study session was called to order by
President Nancy Bernard at 5:00 p.m.

CALL TO ORDER

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

ROLL CALL

Present: Deputy Superintendent Janene Fogard.

The topic discussed was:

TOPIC

- *6-8 Math Adoption*

The meeting was adjourned at 6:35 p.m.

ADJOURNMENT

Nancy Bernard, President

Traci Pierce, Superintendent

Diane Jenkins
Recording Secretary

OFFICIAL MINUTES
LAKE WASHINGTON SCHOOL DISTRICT NO. 414
Board of Directors' Meeting
March 14, 2016

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

CALL TO ORDER

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

ROLL CALL

Present: Deputy Superintendent Janene Fogard.

Chris Carlson moved to approve the agenda. Seconded by Siri Bliesner.

APPROVAL OF AGENDA

Motion carried.

Lucy Davies, Rush Principal, thanked her staff, PTSA, and community for the support that they provide. Rush Elementary opened in 1970 as an open concept school and was rebuilt in 2013. They have 546 k-5 students along with 40 students in preschool. There are 34 certified staff members and 12 classified staff members
Over 44 languages are spoken.

HOST SCHOOL

RUSH ELEMENTARY
SCHOOL

She highlighted their mission and vision. When developing goals for their Continuous Improvement Process (CIP) Plan, they looked at every student and set growth goals. She described the professional development that the teachers work on throughout the year in support of their goals.

The preschool program helps students get ready to transition into kindergarten. For the first time, they hosted an English Language Learners (ELL) night to invite families to come to the school, get to know them, and provide them with strategies to help their children succeed. In 2015, Rush Elementary received the Washington Achievement Award for English Language Acquisition.

There is a safety net program which provides extra instruction prior to the start of school. They have a tutoring program where they partner with Lake Washington High School for high school students to work with elementary students.

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March 14, 2016

She spoke about community engagement and the support received from their PTSA. The PTSA provides after-school programs for enrichment activities.

Lucy Davies continued and spoke about the Peacebuilders and lunch buddy programs offered at the school. In addition, they joined a sister school program and donated supplies to schools in Africa.

Next year, staff will look at scheduling opportunities, developing a Watch Dog program, and a mentoring program for newly immigrated families.

She has luncheon meetings with students to talk to them about their experiences at Ben Rush. She shared a video of what students like about Ben Rush and improvements they would suggest.

Nancy Bernard read a proclamation proclaiming the week of March 14-18, 2016 as classified school employee appreciation week and April 2016 as School Library Month. She thanked classified support and the librarians for the work that they do to support teachers and students.

RECOGNITION

PROCLAMATION -
CLASSIFIED SCHOOL
EMPLOYEE
APPRECIATION
WEEK, MARCH 14-18 2016

SCHOOL LIBRARY
MONTH, APRIL 2016

Chris Carlson moved to approve the consent agenda. Seconded by Eric Laliberte.

CONSENT AGENDA

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

Motion carried.

The following February 2016 vouchers were approved:

APPROVAL OF
VOUCHERS

General Fund

351537-351854 \$5,090,013.53

Payroll

2462-2467 \$1,607.13

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Accounts Payable Direct Deposit	\$ 1,682,939.96
Acquisition Card	1,355,943.73
Deferred Comp	78,468.00
Department of Revenue	79,340.89
Dept. of Retirement Systems	1,973,956.11
Dept. of Retirement Systems	752,285.03
Flex Spending	47,241.21
Payroll Direct Deposit	9,914,825.64
Payroll Tax Withdrawal	3,636,875.46
Sodexo	66,362.00
TSA Envoy	269,005.62
VEBA	110.75
Vision/Northwest Benefit Network	48,479.41
Key Bank Processing Fees	\$ <u>1,358.12</u>
	\$19,907,191.93

Capital Projects

35855-35870 \$655,798.67

ASB

59671-59809 \$80,688.53

Transportation Vehicle Fund

\$0.00

Private Purpose Trust Fund

2333-2378 \$6,339.08

Approves minutes of the January 30, February 22, February 24, and March 4-6, 2016 study sessions and the February 22 board meeting.

APPROVAL OF MINUTES

Approves March 14, 2016 Human Resources Report.

APPROVAL OF HUMAN RESOURCES REPORT

Approves Resolution No. 2208 delegating the superintendent the authority to offer conditional contracts of employment to qualified candidates and accept written tenders of resignations of employment.

OFFERS OF CONDITIONAL CONTRACTS AND ACCEPTANCE OF RESIGNATIONS RESOLUTION NO. 2208

Approves the submittal of a letter to the Office of the Superintendent of Public Instructions detailing the decision to close Juanita Elementary due to the unforeseen loss of electrical power and to request OSPI to excuse the closure per WAC 329-129-150.

EMERGENCY SCHOOL CLOSURE

Approves the monitoring report for EL-2, Emergency CEO Succession, as presented.

MONITOR BOARD POLICY

EL-2, EMERGENCY CEO SUCCESSION

Approves the monitoring report for EL-4, Annual Report and District Calendar, as presented.

EL-4, ANNUAL REPORT AND DISTRICT CALENDAR

Approves the monitoring report for EL-13, Facilities, as presented.

EL-13, FACILITIES

Approves the following instructional materials for use in the Lake Washington schools –

INSTRUCTIONAL MATERIALS ADOPTION

- | | |
|---------------------------|--|
| Title: | Zaner-Bloser Handwriting |
| Publisher: | Zaner-Bloser |
| Copyright: | 2016 |
| No. of Copies: | 600 Student Editions, 24 Teacher editions |
| Price: | \$7514.46 per school |
| School Requesting: | Keller Elementary |
| Classification: | Grades K-5 |
| Title: | Mobymax.com |
| Publisher: | Site License |
| No. of Copies: | 1 |
| Price: | \$99.00 |
| School Requesting: | Kamiakin Middle School |
| Classification: | Grade 6 |
| Title: | With Every Drop of Blood |
| Author: | James Lincoln Collier and Christopher Collier |
| Publisher: | Bantam Double Day Dell Books for Young Readers |
| Copyright: | 1997 |
| No. of Copies: | 35 |
| Price: | \$7.00 |
| School Requesting: | Rose Hill Middle School |
| Classification: | Grade 7 |
| Title: | HIV and ME: Marissa's Story |
| Publisher: | Redefine Positive |
| Copyright: | 2014 |
| No. of Copies: | None |
| Price: | Free |
| School Requesting: | District Curriculum Office |
| Classification: | Grade 5 |
| Title: | Puberty Workshop & Curriculum – HIV and AIDS' |
| Author: | Human Relations Media |
| Publisher: | Human relations Media |
| Copyright: | 2012 |
| No. of Copies: | 2 DVDs per school |
| Price: | \$59.95 per DVD |
| School Requesting: | District Curriculum Office |
| Classification: | Grade 6 |

LAKE WASHINGTON SCHOOL DISTRICT NO. 414

Board of Directors' Meeting

March 14, 2016

Approves Change Order No. 1 to Lincoln Construction, Inc. for the Redmond Elementary School classroom addition project in the amount of \$67,325, increasing the contract amount to \$3,251,283.

REDMOND ELEMENTARY
SCHOOL CLASSROOM
ADDITION PROJECT
CHANGE ORDER NO. 1

Accepts the donations/grants as identified -

DONATIONS

Acceptance from Louisa May Alcott Elementary PTSA to Alcott Elementary in the amount of \$11,345.45 to purchase and install basketball backboards, goals, rims and pole, and remove existing hoop and base.

Acceptance from Juanita Elementary PTSA to Juanita Elementary in the amount of \$5,195.50 to support field trips (\$3,100.00) and provide stipends for outdoor education (\$2,095.50)

Acceptance from Lakeview Elementary PTSA to Lakeview Elementary in the amount of \$11,356.99 to support school goals (\$9,256.99) and field trips (\$2,100.00).

Acceptance from Margaret Mead Elementary PTSA to Mead Elementary in the amount of \$1,065.90 to support 2nd grade math.

Acceptance from Rosa Parks PTSA to Rosa Parks Elementary in the amount of \$6,675.00 to support academic enrichment (\$1,400.00); provide stipend for after-school drama production (\$4,380.00); and purchase popcorn machine (\$895.00).

Acceptance from Evergreen Middle School PTSA to Evergreen Middle in the amount of \$3,438.47 to purchase books for language arts.

Acceptance from Nintendo of America, Inc. to Finn Hill Middle in the amount of \$6,149.70 to support school goals.

Acceptance from International Community School PTSA to ICS in the amount of \$1,437.95 to support standard core curriculum programs.

Acceptance from Renaissance School PTSA to Renaissance in the amount of \$8,069.76 to support outdoor education (\$6,200.00) and field trips (\$1,869.76).

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Acceptance from Eastlake Wolfpack Association to Eastlake High in the amount of \$5,000.00 to provide athletic fee waivers for students in need (\$1,000.00), and purchase replacement equipment for weight room (\$4,000.00).

Acceptance from Juanita High School PTSA to Juanita High in the amount of \$4,973.00 to purchase DECA preparation materials (\$500.00), instrument storage units (\$1,800.00), carts for physics lab (\$1,513.00), coffee brewing system (\$160.00); and support field trips (\$1,000.00).

Acceptance from Lake Washington High School PTSA to Lake Washington High in the amount of \$1,670.00 to purchase kiln.

TOTAL \$66,377.72

Janene Fogard reviewed the schedule for upcoming bond meetings to be held in each of the Learning Communities:

SUPERINTENDENT
REPORT

- Juanita Learning Community: March 22, 6:30-8:30 p.m., Juanita High School, Commons
- Redmond Learning Community: March 23, 6:30-8:30 p.m., Redmond High School, Cafeteria *{Note: Change in original date from March 15 to March 23}*
- Lake Washington Learning Community: March 29, 6:30-8:30 p.m., Lake Washington High School, Commons
- Eastlake Learning Community: April 13, 6:30-8:30 p.m., Eastlake High School, Commons

She related that staff is working hard to share information with staff and community on the April 26 election. This information can also be found on the district's website.

Siri Bliesner reported that the legislature had been called back into 30-day special session to deal with the supplemental budget. She noted that there is a push to reallocate the school construction formula. Simple majority did not make it out of committee. The legislature is grappling with the levy cliff which sunsets in 2018; the House is looking to push for a delay of one year and the Senate is using it as a negotiating tool. School districts are encouraged to share their stories with their legislators. Charter schools was another topic discussed; that bill is on the Governor's Desk to be signed. Funding for charter schools will come from lottery proceeds.

LEGISLATIVE UPDATE

LAKE WASHINGTON SCHOOL DISTRICT NO. 414
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Chris Carlson moved to adjourn. Seconded by Eric Laliberte.

ADJOURNMENT

Motion carried.

The meeting was adjourned at 7:40 p.m.

Jackie Pendergrass, President

Traci Pierce, Superintendent

Diane Jenkins
Recording Secretary

Human Resources Board Report

March 28, 2016



NEW PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary/Rate</u>	<u>Start Date</u>	<u>Reason</u>
Andrews, Amanda NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Andrews, Megan NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Brown, Mary P3	Teacher	Sp Ed Pool	C-0	08/29/16	Leave Replacement
Collins, Carolyn NC	Teacher	Finn Hill MS	A-3	08/29/16	Leave Replacement
De Las Alas, Rojine P3	Teacher	Elem Pool	C-0	08/26/16	Leave Replacement
Deskins, Douglas NC	Teacher	Rose Hill MS	D-8	08/29/16	Leave Replacement
Dieterich, Annelisa NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Eitel, Natalie P3	Teacher	Sp Ed Pool	A-0	08/29/16	Leave Replacement
Enslein, Katherine NC	Teacher	Kamiakin MS	C-2	08/29/16	Leave Replacement
Fuhrman, Launa NC	SLP	Special Services	D-3	08/29/16	Leave Replacement
Going, Megan NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Guffey, Hillary NC	Teacher	Elem Pool	C-0	08/29/16	Leave Replacement
Hanson, Shannon NC	.2 SLP	Special Services	C-0	03/14/16	Leave Replacement
Hanson, Shannon P3	SLP	Special Services	C-0	08/29/16	Leave Replacement
Hecker, Joanna NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Howell, Morgan NC	Teacher	Lake Washington HS	A-0	08/29/16	Leave Replacement
Hwang, Wenji NC	.2 Teacher	Lake Washington HS	A-0	08/29/16	Leave Replacement
Jones, Elizabeth NC	Teacher	Redmond HS	C-0	08/29/16	Leave Replacement
Jones, Lesa NC	Teacher	Elem Pool	A-1	08/29/16	Leave Replacement
Khan, Sadiya	Instructional Assist	Parks Elem	\$14.84	09/28/15	Budgeted
Klemczyk, Cynthia NC	Teacher	Rose Hill MS	D-0	08/29/16	Leave Replacement
Kretschmar, Karson NC	Teacher	Elem Pool	C-0	08/29/16	Leave Replacement
Kutzke, Kimberly	School Secretary	Einstein Elem	\$18.87	09/01/15	Repl. B. Connors
Liang, Jenessa NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Lim, Soyoungh P3	Teacher	Elem Pool	C-0	08/29/16	Leave Replacement
McKay, Katriona NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
McCarthy, Mikal NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Metzger, Holly NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement

Human Resources Board Report

March 28, 2016



NEW PERSONNEL - Con't

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary/Rate</u>	<u>Start Date</u>	<u>Reason</u>
Midboe, Hattie NC	Teacher	Stella Schola	A-0	08/29/16	Leave Replacement
Miller, Cameron NC	Teacher	Lake Washington HS	C-0	08/29/16	Leave Replacement
Moe-Quiggle, Stephanie	Instructional Assist	Evergreen MS	\$14.84	10/15/15	Budgeted
Mukherjee, Mausami NC	Tech Support Specialist	Resource Center	\$23.43	10/22/15	Budgeted
Nash, Megan NC	Teacher	Thoreau Elem	A-1	08/29/16	Leave Replacement
Nelson, Alexis NC	Teacher	Sp Ed Pool	A-0	08/29/16	Leave Replacement
O'Leary, Teresa	Instructional Assist	Rush Elem	\$14.84	09/24/15	Budgeted
Pablo, Ronald NC	Teacher	Redmond HS	C-0	08/29/16	Leave Replacement
Piona, Kelli NC	Teacher	Lake Washington HS	D-5	08/29/16	Leave Replacement
Pullins, Shannon P3	Teacher	Sp Ed Pool	C-0	08/29/16	Leave Replacement
Roberts, Laurel NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Spencer, Karen	Secretary	Evergreen MS	\$18.87	12/01/15	Budgeted
Stoneman, Celeste NC	Teacher	Elem Pool	C-0	08/29/16	Leave Replacement
Taylor, Nicole NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Thomson, Paige NC	.5 Teacher	Carson Elem	A-1	08/29/16	Leave Replacement
Tourville, Todd	Bus/Truck Mechanic	Bus Shop	\$29.12	10/05/15	Budgeted
Turnley, Katherine NC	Teacher	Kamiakin MS	D-9	08/29/16	Leave Replacement
Tutwiler, Iain	Instructional Assist	Juanita HS	\$14.84	10/30/15	Repl. E. Braun
Underbrink, Kinsey NC	Teacher	Kamiakin MS	C-3	08/29/16	Leave Replacement
Uppendahl, Kathryn NC	Teacher	Franklin Elem	A-0	08/29/16	Leave Replacement
Walker, Kayla P3	Teacher	Elem Pool	C-0	08/29/16	Leave Replacement
Weisen, Elizabeth NC	Teacher	Elem Pool	C-0	08/29/16	Leave Replacement
Wilson, Samantha NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Wood, Christy P3	Teacher	Sp Ed Pool	C-0	08/29/16	Leave Replacement
Yasuda, Shelby NC	Teacher	Elem Pool	A-0	08/29/16	Leave Replacement
Yoder, Hannah P3	Teacher	Sp Ed Pool	C-0	08/29/16	Leave Replacement
Zarrabi-Kashani, Hanif	Instructional Assist	Juanita HS	\$14.84	10/26/15	Repl. K. Bachle/J. Katz

Human Resources Board Report

March 28, 2016



RETIREMENTS/RESIGNATIONS/TERMINATIONS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Start</u>	<u>Effective Date</u>	<u>Reason</u>
Adam, Gulnar	Instructional Assist	Parks Elem	08/09/09	03/25/16	Resignation
Bankson, Sarah	Teacher	Smith Elem	08/29/01	06/15/16	Retirement
Calkins, Nichole	Teacher	LOA	08/27/08	06/15/16	Resignation
Cline, Courtney	Teacher	Mead Elem	08/24/15	06/15/16	Resignation
Guffey, James	Special Ed Para Ed	Inglewood MS	01/04/13	03/02/16	Termination
Hernandez, Absalon	Special Ed Para Ed	Finn Hill MS	09/01/15	02/29/16	Resignation
Hocking, Elizabeth	VP Assistant	Kamiakin MS	03/18/02	07/12/16	Resignation
Houghton, Janet	Counselor	Eastlake HS	09/05/00	06/15/16	Retirement
Housz, Miranda	Teacher	LOA	01/02/07	06/15/16	Resignation
Hurkadli, Samruddhi	SLP	Special Services	09/01/09	06/15/16	.4 Resignation
Leming, Dana	Teacher	Juanita HS	08/25/14	06/15/16	Resignation
Serrette-Egan, Susan	Teacher	Muir Elem	08/30/79	06/15/16	Retirement
Smith, Rita	Instructional Specialist	Resource Center	09/03/91	03/18/16	Deceased
Andres, Kalle	Instructional Specialist	Resource Center	08/29/07	06/15/16	Resignation
Shults, Rachel	Instructional Assist	Extended Day	09/02/14	03/17/16	Resignation

CHANGE OF CONTRACTUAL STATUS

<u>Name</u>	<u>Location</u>	<u>Change</u>	<u>Effective Date</u>
Jensen, Marla	Special Services	.5 NC to .6 NC	3/7/2016

OSPI ENERGY EFFICIENCY GRANT
RESOLUTION NO. 2209

March 28, 2016

SITUATION

In 2014, the State of Washington made \$9 million dollars available to K-12 public school districts for energy efficiency projects. The funds are administered by the Office of the Superintendent of Public Instruction (OSPI). All approved project awards are limited to \$500,000 dollars.

The State's expectation was that the grant monies would not cover the entire cost of the project, but instead, they would provide leverage for other funding sources in order that a greater amount of work could be done. For example, combined with utility rebates and district capital dollars, the grants are augmented so a school district can accomplish a larger (or more) energy efficient project resulting in greater benefits to school district general fund budgets. In addition, it is a requirement that performance based contracts are used to accomplish the energy efficiency projects and that this type of contract be executed by a State-approved energy services company (ESCO).

In January 2014, the Board of Directors of the Lake Washington School District adopted Resolution No. 2175 to formalize the intent to apply for grant funds.

The district identified multiple energy projects totaling \$363,988 and was awarded \$98,000 in OSPI energy grant funds.

The district has completed all work as of December 31, 2015. As a final step in the grant process, OSPI requires the Board of Directors of each school district to adopt a resolution to formally accept the grant funds.

RECOMMENDATION

The Board of Directors approves Resolution No. 2209, providing a Letter of Acceptance to OSPI that states the District will accept the energy efficiency grant.

OSPI ENERGY EFFICIENCY GRANT

Resolution No. 2209

WHEREAS, the Office of Superintendent of Public Instruction (OSPI) has announced that Lake Washington School District (District) is awarded project funding in the amount of \$98,000 based on an OSPI 2013-2015 Energy Efficiency grant application submitted by the district;

WHEREAS, the OSPI requires districts who are awarded Energy Efficiency Grants to approve and submit evidence of the following before the final award, release, or availability of the award funds:

- a. Assurance that the district will follow all applicable laws and regulations pertaining to energy performance contracting and applicable public works laws;
- b. Certification that all funds will be used as intended in the grant award and as identified in the grant application;
- c. Assurance that the preliminary project schedule included in the grant application will be adhered to, to the best of the district's ability;
- d. Commitment to provide to OSPI the executed contract for design and construction services for the work to be done under this grant;
- e. Commitment to provide for third-party performance measurement and verification for all measures included in the grant application for a minimum period of 1 year for all measures included in the application and 3 years for HVAC and HVAC controls;
- f. Commitment to track and report the energy use of all facilities included in the grant application in Energy Star Portfolio Manager for the measurement and verification period and to make that available to OSPI;
- g. Commitment to provide to OSPI the following two documents:
 1. A Notice of Commencement of Energy Savings (NCES) no later than immediately following project acceptance, and;
 2. The Measurement and Verification Report within four months following the end of the first annual performance period, and annually thereafter for three years.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors (Board) of Lake Washington School District has to complied with all OSPI requirements as set forth above; and

FURTHER, BE IT RESOLVED that the Board assures OSPI that the district has followed all applicable laws and regulations pertaining to energy savings performance contracting and public works projects, and

FURTHER, BE IT RESOLVED that the Board certifies that all funds will be used as intended in the grant award and as identified in the grant application; and

FURTHER, BE IT RESOLVED that the Board assures that the project schedule included in the grant application has been adhered to, to the best of the district's ability; and

FURTHER, BE IT RESOLVED that the Board has provided to OSPI the executed contract for design and construction services for the work to be done under this grant; and

FURTHER, BE IT RESOLVED that the Board is committed to provide for third-party performance measurement and verification for all measures included in the grant application for a minimum period of one year for all measures included in the application and three years for HVAC and HVAC controls; and

FURTHER, BE IT RESOLVED that the Board commits to track and report the energy use of all facilities included in the grant application in Energy Star Portfolio Manager for the measurement and verification period and to make that available to OSPI; and

FURTHER, BE IT RESOLVED that the Board has provided to OSPI the following documents:

1. A Notice of Commencement of Energy Savings (NCES) no later than immediately following project acceptance, and;
2. The Measurement and Verification Report will provide within four months following the end of the first annual performance period, and annually thereafter for three years.

ADOPTED by the Board of Directors of Lake Washington School District No. 414 in a regular meeting held on the 28th day of March 2016.

BOARD OF DIRECTORS
LAKE WASHINGTON SCHOOL DISTRICT NO. 414

Attest:

Secretary, Board of Directors

2016 FACILITIES STUDY AND SURVEY
ACCEPTANCE OF REPORT
RESOLUTION NO. 2210

March 28, 2016

SITUATION

The Lake Washington School District has compiled the Facilities Study and Survey in accordance with the requirements set forth by the State of Washington Office of the Superintendent of Public Instruction (OSPI). The Study and Survey is required to be prepared to qualify for State construction funding assistance for modernization, replacement, or new school projects.

Meng Analysis prepared the Study and Survey dated March 22, 2016 for the Lake Washington School District. The Washington Administrative Code 392-341-025 requires the Superintendent of Public Instruction to prepare a Study and Survey for publicly funded school projects. OSPI in turn requires local school districts to participate in this process through a grant program. The OSPI School Facilities Manual requires that school districts adopt the Study and Survey as part of the application process for construction funding assistance on eligible school construction projects.

RECOMMENDATION

The Board of Directors adopts Resolution No. 2210, acceptance of Lake Washington School District Facilities Study and Survey, dated March 22, 2016, prepared by Meng Analysis.

STATE OF WASHINGTON
STUDY AND SURVEY OF FACILITIES

Resolution No. 2210

A resolution of the Board of Directors adopting the Study and Survey for the Lake Washington School District.

WHEREAS, WAC 392-341-025 requires the school district to provide the Superintendent of Public Instruction (OSPI) with a final study of and survey of school facilities and,

WHEREAS the study is necessary for funding of modernization, replacement and new projects in over the next six years,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors accepts the Study and Survey, dated March 22, 2016, as final and approves the submission of the Study and Survey to OSPI in compliance with WAC 392-341-025.

ADOPTED by the Board of Directors of Lake Washington School District No. 414 in a regular meeting held on the 28th day of March 2016.

BOARD OF DIRECTORS
LAKE WASHINGTON SCHOOL DISTRICT NO. 414

Attest:

Secretary, Board of Directors

2016 STUDY and SURVEY EXECUTIVE SUMMARY

Introduction

This Study and Survey of Educational Facilities in the Lake Washington School District was prepared in accordance with Washington Administrative Codes (WAC) and the Office of the Superintendent of Public Instruction (OSPI) to approve new applications for state construction funds. The report was prepared in a collaborative approach by MENG Analysis and Lake Washington School District Staff. The major areas of the plan include a presentation of: the square footage of each facility (area analysis) as previously reported by D-7 forms submitted to OSPI; facility condition assessments of all facilities using OSPI's Building Condition Assessment (BCA) methodology; a compilation and summarization of the District enrollment projections; and, most significantly, the District's Six-Year Capital Facilities Plan (2015-2020). This information provides OSPI with necessary information concerning the facility needs and capital plans for the District and eligibility the School Construction Assistance Program (SCAP) funding administered by OSPI.

Ultimately, the information in this report is the basis for application of construction funds for the both new construction and modernization of District facilities to support capacity for growth in student population.

Educational Plan

The current educational program to support the Educational Specifications has a major impact on the need for new or modernized facilities of the District. To support these education goals, the School Board adopted a Six-Year Capital Facilities Plan (2013-2018). In November 2013, new District Educational Specifications were developed in preparation for the 2014 bond measure. Unfortunately, those bond measures did not garner the needed 60% approval.

Following additional studies and analysis, a new Six-Year Capital Facilities Plan (2015-2020) was developed and adopted by the School Board. In December 2014, the District convened a 63-member Long-Term Facilities Planning Task Force who worked for over a year to develop recommendations to address long-term facility needs. Their work also led to a 2016 update of the District Educational Specifications, this planning document serves as the framework for the District's school design. Currently, the District is proposing a \$398 million capital bond measure in April 2016 which will support planning, design, and construction of the projects recommended by the Task Force. Subsequent measures to fund the remaining projects are expected in 2018, 2022, and 2026.

Student Projections and Demographic Data

Enrollment projections are an important element in planning new facilities. Accommodating the growth in student enrollments has been the primary focus for facility planning for the past several years. An additional 3,240 students have come to the District in the past five years and in the 2020-2021 academic year, enrollment projections for the District are expected to exceed 30,000 students.

Facility Needs

The District developed a long-term facilities plan in 1997 which originally included four phases of capital projects, including both new and modernized facilities with additional square footage. In Phase I, the District modernized 11 schools with a bond authorized by voters in 1998. Phase II modernization plan has been completed through a bond approved in February 2006, with projects completed in 2013.

The new plan developed, based on the Long-Term Facilities Planning Task Force prioritizes the most immediate needs in the proposed April 2016 bond measures. Additional capacity will be provided through the additions of two new elementary schools and a new middle school and the rebuilding and enlarging of Juanita High School and Kirk and Mead elementary schools. It will also provide capital improvements to the Old Redmond School House to house pre-school students and replace Explorer Community School portables.

Funding Plan

The long-term funding plan adopted by the District was developed as a result of the recommendations of the Long-Term Facilities Planning Task Force (November 2015). For the first phase of the long-term plan, the District is proposing a \$398 Bond measure in April 2016.

Study and Survey-General

Additional information of each of the areas summarized above may be found in the body of this report and OSPI's hosted Inventory and Condition of Schools (ICOS) system. The current inventory of buildings is well maintained as evidenced by BCA scores. This Study and Survey report represents planning that has taken place over several years and that has proven of value to the District in the total planning process for facilities. Each section provides data required by OSPI for determining SCAP eligibility and substantiates the need for the District's proposed new facilities, facility modernizations/additions; and facility replacements.

DONATIONS
March 28, 2016

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>
Louisa May Alcott PTSA to Alcott Elementary	\$7,942.55	To purchase student lap tracker system for running club and P.E.
John James Audubon PTSA to Audubon Elementary	\$6,100.05	To purchase and install reader board (\$5,350.05) and reimbursement for office and copy machine supplies (\$750.00).
Rachel Carson PTSA to Carson Elementary	\$5,377.32	To purchase kindergarten playground equipment and installation.
Juanita Elementary PTSA to Juanita Elementary	\$8,580.54	To support academic enrichment.
Intermec Foundation to Keller Elementary	\$4,000.00	To purchase robotics kits and software for engineering and robotics courses.
Lakeview Elementary PTSA to Lakeview Elementary	\$19,063.67	To provide stipends for Leadership, Math Olympiad, Choir, Newspaper, after school club, math and intramurals (\$18,030.40); support field trips (\$265.00); and reimbursement for office and copy machine supplies (\$768.27).
Samantha Smith PTSA to Smith Elementary	\$7,492.58	To provide workshop for special education (\$399.98); purchase poster maker (\$2,865.86), P.E equipment (\$1,777.42), Music supplies (\$1,818.78), books for library (\$494.16), and miscellaneous classroom supplies (\$136.38).
Carl Sandburg PTSA to Sandburg Elementary	\$5,000.00	To support field trips.
International Community School PTSA to ICS	\$1,642.24	To support academic enrichment.
Inglewood Middle School PTSA to Inglewood Middle	\$500.00	To purchase supplemental books for 6th grade Language Arts.
TOTAL	\$65,698.95	

RECOMMENDATION

The Board of Directors accepts the donations as identified at the March 28, 2016 board meeting.