

**Arlington Public Schools**  
*"Providing the means to accomplish dreams"*

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| <b>Supportive Information Sheet</b> |
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**Subject: APPROVAL OF MINUTES FOR THE OCTOBER 27, 2008  
REGULAR MEETING OF THE ARLINGTON SCHOOL  
DISTRICT BOARD OF DIRECTORS**

Action

**Page(s):** Two (2), including cover

**Submitted by:** Dr. E. Kristine McDuffy, Superintendent

**Date:** November 10, 2008

**Background Information:**

The Arlington Public Schools Board of Directors held a regular public meeting on Monday, October 27, 2008 in the Administrative Building Board Room at 315 N French Ave: Arlington, WA 98223.

**Administrative Consideration:**

The minutes of the October 27, 2008 regular meeting are being submitted for approval at this time.

**Superintendent's Recommendation:**

That the Board approves the October 27, 2008 meeting minutes.

**Arlington Public Schools**  
**Board of Directors Meeting Minutes**  
Monday, October 27, 2008

**STUDY SESSION**

President Kay Duskin called the Study Session to order at 5:45 pm in the Administration Building Board Room. Also present were Directors Jeff Huleatt, Jim Weiss, Carolyn Erickson, and Bob McClure. Student Advisors Nikita Doggett and Andy Smith were absent and excused.

**Policy Revisions**

Shirley Case, Executive Director of Personnel, shared policy revisions recommended by the Washington State School Directors Association (WSSDA). The Board discussed eighteen policies and requested changes to five of them. Those changes will be made and all eighteen policies will be presented for first reading at the next Board meeting.

The session was adjourned at 6:45 pm.

**BUSINESS MEETING**

President Kay Duskin called the regularly scheduled Business Meeting of the Board of Directors of Arlington School District No. 16 to order at 7:00 pm in the Administration Building Board Room. Also present were Directors Jeff Huleatt, Jim Weiss, Carolyn Erickson and Bob McClure. Student Advisors Nikita Doggett and Andy Smith were absent and excused.

The flag salute was given.

**APPROVAL OF THE AGENDA**

An amended Personnel Report was submitted, simply to provide clarification on one item and to correct a typographical error. Director Erickson moved to approve the agenda as presented. Director Huleatt seconded the motion, which passed with a unanimous vote.

**STUDENT PRESENTATION**

Maurene Stanton, Principal of Weston High School, introduced students Brandon Upthegrove and Taylor Bryant, who gave a report about their participation in Weston's School Improvement Plan. They shared data collected on student attendance and ways they are working to improve attendance at Weston High School.

**PRESENTATION**

**Budget Report**

Superintendent McDuffy shared that, beginning with this meeting, she and Deb Borgens, Executive Director of Financial Services, will be submitting regular budget reports for Board approval; Fund Balance and Net Cash will be reported at the first meeting of each month and Expenditures/Revenue and Enrollment at the second meeting of the month. Additionally, these reports will be detailed in presentations for the first two meetings each. Ms. Borgens then outlined the Expenditure/Revenue and Enrollment report on the consent agenda this evening.

**COMMENTS FROM AUDIENCE**

There were no comments from audience members.

**DISCUSSION**

**School Board Members**

**Director McClure** enjoyed the football game last week. He recently attended a Kiwanis meeting, as his daughter was the guest speaker. He commended Kiwanis for the great things they do for our kids and our community.

**Director Erickson** felt the Board Retreat on Friday was very productive. She enjoyed the opportunity to get to know the Student Advisors better.

**Director Huleatt** attended the football game on Friday night and noted that Student Advisor Andy Smith had a great game! He also enjoyed the Board Retreat.

**President Duskin** attended the college and career fair at AHS. She was pleasantly surprised with how many students were participating. She also attended the Schools of Distinction celebration, where Post Middle School was recognized. She enjoyed getting to see several former Arlington School District friends.

**Superintendent McDuffy** thanked the Board for a wonderful retreat on Friday. She then invited Mr. Beckley, Ms. Walker and the Post staff in attendance to come up front and be recognized as recipients of the School of Distinction Award. She read aloud the letter from Dr. Terry Bergeson. Mr. Beckley thanked President Duskin for representing the Board at the ceremony. He individually thanked the teachers in attendance and commended our elementary schools for giving the students a great foundation to enter middle school.

### IDENTIFICATION OF CONSENT AGENDA ITEMS

From the agenda, the Board identified the following items for discussion and action:

2. Donation from Trafton Parent-Teacher Club
3. Donation from Boeing Company to Arlington High School
6. Grant Application ~ Title I, Part A ~ Improving Basic Programs
9. Request to Snohomish County Council – *Zoning*
11. Resolution 08-18 ~ Confirming No Unused/Underutilized Education Facilities in Adjacent Districts

The remaining items, comprising the consent agenda, were:

1. Meeting Minutes – October 13, 2008
4. Addendum #2 to Sale of Surplus Property: Equipment ~ *approved at 10/13/08 Board meeting*
5. Deletion of Item from Surplus Property: Equipment List ~ *approved at 10/13/08 Board meeting*
7. Grant Application ~ Title II, Part A ~ Teacher/Principal Training & Recruiting
8. Agreement with NW ESD 189 for E-Rate Services
10. Overnight Field Trip – AHS Cross Country to Pasco, WA, November 6-8, 2008
12. Policy Revisions – First Reading (2 Policies)
  - *Policy 6801 ~ Management Support ~ Fixed Assets ~ Amended*
  - *Policy 6299 ~ Management Support ~ Procurement of Federally Funded Services ~ New*
13. Policy Revisions – Second Reading and Adoption (16 Policies)
  - *Policy 2190 ~ Instruction ~ Gifted and Talented Program ~ Amended*
  - *Policy 5259 ~ Personnel ~ Federal Highway Administration.. ~ Amended/Renumbered to 5202*
  - *Policy 5213 ~ Personnel ~ Part-Time Staff ~ Amended/Renumbered to 5221*
  - *Policy 5214 ~ Personnel ~ Job Sharing Staff Members ~ Amended/Renumbered to 5222*
  - *Policy 5221 ~ Personnel ~ Length of Work Day ~ Amended/Renumbered to 5231*
  - *Policy 5222 ~ Personnel ~ Evaluation of Staff ~ Amended/Renumbered to 5240*
  - *Policy 5255 ~ Personnel ~ Disciplinary Action and Discharge ~ Amended/Renumbered to 5281*
  - *Policy 5330 ~ Personnel ~ Sick, Injury and Emergency Leave ~ Amended/Split into Four ~ New 5401*
  - *Policy 5330 ~ Personnel ~ Family Emergency Leave ~ Amended/Split into Four ~ New 5403*
  - *Policy 5330 ~ Personnel ~ Family Leave ~ Amended/Split into Four ~ New 5404*
  - *Policy 5330 ~ Personnel ~ Emergency Leave ~ Amended/Split into Four ~ New 5405*
  - *Policy 5331 ~ Personnel ~ Maternity Leave ~ Amended/Renumbered to 5402*
  - *Policy 5140 ~ Personnel ~ Employment ~ Amended/Combined/Renumbered to 5050*
  - *Policy 5250 ~ Personnel ~ Termination of Employment ~ Amended/Combined/Renumbered to 5280*
  - *Policy 5001 ~ Personnel ~ Hiring Retired School Employees ~ New*
  - *Policy 5211 ~ Personnel ~ Transfers ~ New*
14. Personnel Report
15. Budget Report
16. Vouchers and Warrants
  - October 21, 2008      Check #44070-#44071 in the total amount of \$119,109.77
  - October 21, 2008      Check #44072-#44250 in the total amount of \$243,552.09
17. Adjusted Warrants
  - October 15, 2008      GF-Payroll – Warrant # 700001432 in the amount of \$587.18  
*Duplicate Warrant – Lost in Mail*

Director Erickson moved to approve the consent agenda as amended. Director Weiss seconded the motion, which passed unanimously by voice vote.

#### **BOARD ACTION**

##### **Donation to Trafton PTC**

Ed Aylesworth, Principal at Trafton Elementary, shared information about the donation to Trafton Elementary. Director Erickson moved to approve this generous donation of \$3775. Director McClure seconded the motion, which passed unanimously by voice vote.

##### **Donation from Boeing Company for FIRST Robotics Team**

Deb Borgens, Executive Director of Financial Services, shared information about the donation. She commented that the money from this grant does not come directly to us, but is designated for Arlington School District Students. Director Weiss moved to approve this generous donation of \$6,000. Director McClure seconded the motion, which passed unanimously by voice vote.

##### **Grant Application – Title I**

Diane Kirchner-Scott, Executive Director of Teaching and Learning, provided information and answered questions from the Board. Director Erickson moved to approve the Title I grant application. Director Huleatt seconded the motion, which passed unanimously by voice vote.

##### **Zoning Request**

Warren Hopkins, Deputy Superintendent, reviewed the District's prepared request to Snohomish County Council to establish *No Shoot Zones* around our school campuses. As a courtesy, the Board would like the District to send letters and maps to the potentially affected residents, letting them know of the request and instructing them to contact the County for more information. Director Weiss asked that the letter clearly state that the establishment of these *No Shoot Zones* is a county council decision and that the provided maps are strictly the School Board's suggestion. Director Huleatt moved to approve the submission of this request to the Snohomish County Council. Director Erickson seconded the motion, which passed unanimously by voice vote.

##### **Resolution 08-18 - Confirming No Unused/Underutilized Education Facilities in Adjacent Districts**

Warren Hopkins, Deputy Superintendent, shared that this Resolution is related to the Study and Survey being conducted by the District. Part of that study entails checking with adjacent school districts to determine whether they have any unused or underutilized school facilities available. He noted that some of the districts did report available space, but that it is not considered "usable" by our District. Director Erickson moved to approve Resolution 08-18 – Confirming No Unused/Underutilized Education Facilities in Adjacent Districts. Director McClure seconded the motion, which passed unanimously with a roll call vote.

#### **NEXT MEETING**

The next regular business meeting of the Arlington School District Board of Directors is scheduled for Monday, November 10, 2008 at 7:00 pm in the District Administration Building Board Room at 315 N French Avenue, Arlington.

#### **ADJOURN**

With no further business to come before the Board, Director Erickson moved and Director Weiss seconded the motion to adjourn. The motion was approved with a unanimous vote and the meeting was adjourned at 8:08 pm.

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Kay Duskin, President  
Board of Directors

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E. Kristine McDuffy, Superintendent  
Secretary to the Board

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