

**Arlington Public Schools**  
**Board of Directors Meeting Minutes**  
**Monday, September 8, 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 and Carolyn Erickson and Student Advisors Nikita Doggett and Andy Smith. Directors Jim Weiss and Bob McClure were absent and excused.

**Third Party Administrator for 403 b Investments for Employees**

Shirley Case, Executive Director of Personnel, outlined the benefits of hiring a third party administrator to manage 403 b investments for employees. She also provided details about how the District arrived at the recommended company. A request for approval to enter into an agreement with the third party administrator will be presented for action during the regular meeting.

**Teaching and Learning**

Diane Kirchner-Scott, Executive Director of Teaching and Learning, and Amie Verellen-Grubbs, Assessment and Professional Development Coordinator, reported on assessment results, AYP, and the Teaching and Learning Department.

The session was adjourned at 6:48 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 and Carolyn Erickson and Student Advisors Nikita Doggett and Andy Smith. Directors Jim Weiss and Bob McClure were absent and excused.

The flag salute was given.

**APPROVAL OF THE AGENDA**

Director Erickson moved to approve the agenda as presented. Director Huleatt seconded the motion, which passed with a unanimous vote.

**SWEARING IN OF NEW STUDENT ADVISOR**

New Student Advisor, Andy Smith, was sworn in by Superintendent McDuffy. Advisor Smith will serve a two-year term.

**INTRODUCTION OF NEW STAFF**

Shirley Case, Executive Director of Personnel, introduced three of the District's new staff members.

**COMMENTS FROM AUDIENCE**

Two community members and a student spoke in support of the FFA program and the proposed trips to the Puyallup Fair and Adams County Fair on for Board action tonight.

**DISCUSSION**

**School Board Members**

**Director Erickson** met with Superintendent McDuffy this week. She also attended the high school pep assembly on Friday. She noted that it was nice to see the FFA students in tonight's audience wearing their uniforms.

**Director Huleatt** also attended the pep assembly and is looking forward to another great school year. He thanked an audience member for her phone call regarding the FFA trip to the Puyallup Fair.

**President Duskin** attended the pep assembly and the Link Crew event for freshmen.

**Student Advisor Doggett** loves her classes and enjoyed the football game on Friday night.

**Student Advisor Smith** participated in the Link Crew event for new freshmen. He is looking forward to the new school year.

**Superintendent McDuffy** noted that we had a great opening to the school year. She enjoyed the first day of school riding the buses and visiting classrooms.

She also pointed out the posters around the room and commented that staff members created them, based on the District's aim of helping all students reach their fullest potential with an "every child, every hour, every day" focus.

Superintendent McDuffy also mentioned that today was 'count day' and student enrollment numbers are up slightly from our projections ~ approximately 33 students.

#### IDENTIFICATION OF CONSENT AGENDA ITEMS

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

4. 2008-2013 Capital Facilities Plan

The remaining items, comprising the consent agenda, were:

1. Meeting Minutes ~ August 25, 2008
2. Overnight Field Trip ~ FFA to Othello, WA, September 11-12, 2008
3. Overnight Field Trip ~ FFA to Puyallup, WA, September 17-21, 2008
5. Amended Contract with Snohomish County Human Services for ECEAP Program
6. Authorization to Enter into Agreement with Third Party Administrator for 403 b Investments for Employees
7. Policy Revisions ~ First Reading (22)
  - Policy 5328 ~ Personnel ~ Leave Sharing ~ Amended & Renumbered to 5406
  - Policy 5333 ~ Personnel ~ Holidays ~ Amended & Renumbered to 5410
  - Policy 1260 ~ Board of Directors ~ Consultants ~ Deleted/Combined Into Policy 5050 (new #)
  - Policy 5141 ~ Personnel ~ Certificated Staff Contracts ~ Deleted/Combined Into Policy 5050 (new #)
  - Policy 5142 ~ Personnel ~ Provisional Employment Contracts ~ Deleted/Combined Into Policy 5050 (new #)
  - Policy 5143 ~ Personnel ~ Persons Replacing Certificated Staff on Leave ~ Deleted/Combined Into Policy 5050 (new #)
  - Policy 5144 ~ Personnel ~ Adjustments to Certificated Staff Contracts ~ Deleted/Combined Into Policy 5050 (new #)
  - Policy 5145 ~ Personnel ~ Supplemental Employment Agreements ~ Deleted/Combined Into Policy 5050 (new #)
  - Policy 5251 ~ Personnel ~ Release From Contract ~ Deleted/Combined Into Policy 5280 (new #)
  - Policy 5252 ~ Personnel ~ Resignation ~ Deleted/Combined Into Policy 5280 (new #)
  - Policy 5253 ~ Personnel ~ Retirement ~ Deleted/Combined Into Policy 5280 (new #)
  - Policy 5254 ~ Personnel ~ Probation, Non-Renewal or Termination ~ Deleted/Combined Into Policy 5280 (new #)
  - Policy 5256 ~ Personnel ~ Program and Certificated Staff Reductions ~ Deleted/Combined Into Policy 5280 (new #)
  - Policy 5612 ~ Personnel ~ Temporary Administrators ~ New Policy
  - Policy 5000 ~ Personnel ~ Goals ~ Deleted
  - Policy 5130 ~ Personnel ~ Staff Immunizations and Infectious Disease ~ Deleted
  - Policy 5210 ~ Personnel ~ Assignment, Reassignment and Transfer ~ Deleted
  - Policy 5335 ~ Personnel ~ Wellness ~ Deleted
  - Policy 5342 ~ Personnel ~ Staff Recognition ~ Deleted
  - Policy 5420 ~ Personnel ~ Para Educators ~ Deleted
  - Policy 6410 ~ Management Support ~ Evaluation of Administrative Staff ~ Deleted
  - Policy 6430 ~ Management Support ~ Professional/Civic/Service Organization Membership ~ Deleted
8. Payroll
9. Personnel Report
10. Vouchers/Warrants

- September 2, 2008      Vouchers #43640-43641 in the total amount of \$9,368.36
  - September 2, 2008      Vouchers #43642-43729 in the total amount of \$131,303.18
11. Adjusted Warrants
- August 15, 2008      General – AP Warrant #43543 in the amount of \$500.32  
*Cancelled Warrant ~ Corrected Amount*

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

**BOARD ACTION**

**2008-2013 Capital Facilities Plan**

Deb Borgens, Executive Director of Financial Services, answered questions from the Board about the FTE student enrollment and other numbers used in projections. Ms. Borgens noted that, after Board approval, this plan goes to the county and then the city. Director Huleatt moved to approve the 2008-2013 Capital Facilities Plan. Director Erickson seconded the motion, which passed with a unanimous vote.

**NEXT MEETING**

The next regular business meeting of the Arlington School District Board of Directors is scheduled for Monday, September 22, 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 Huleatt seconded the motion to adjourn. The motion was approved with a unanimous vote and the meeting was adjourned at 7:48 pm.

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Kay Duskin, President  
Board of Directors

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E. Kristine McDuffy, Superintendent  
Secretary to the Board