



**Board of Directors:**

Jay Hagen  
Shaunna Ballas  
Dr. Sara Fagerlie  
Josh Seek  
Sarah Adams

[www.sno.wednet.edu](http://www.sno.wednet.edu)

360-563-7280 • 1601 Avenue D • Snohomish WA 98290

---

## **SCHOOL BOARD MEETING MINUTES**

Wednesday, May 10, 2023

Regular Board Meeting • 6:00pm

The Board meeting on May 10, 2023, was held in-person and also used the Zoom meeting platform.

### **ZOOM BOARD MEETING INVITE:**

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://snohomishsd.zoom.us/j/93952785886?pwd=SHVWVjlrTzJCOGgwVFdSczZNSWpQUT09>

Passcode: 279773

Or One tap mobile:

+12532050468,,93952785886# US

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 253 205 0468 or +1 253 215 8782

Webinar ID: 939 5278 5886

International numbers available: <https://snohomishsd.zoom.us/j/93952785886>

### **PLEDGE OF ALLEGIANCE**

President Jay Hagen called the regular meeting of the Board of Directors of Snohomish School District No. 201 to order at 6:04pm with the Pledge of Allegiance. In attendance were Ms. Ballas, Mr. Seek, Dr. Fagerlie and Ms. Adams.

**PUBLIC COMMENT** – None

### **INTRODUCTIONS**

Carolyn Coombs is recommended to be the new Snohomish High School Assistant Principal. She is coming back to the Snohomish School District from the Stanwood School District. She was a classroom teacher for 27 years including 19 years at Centennial Middle School and 3 years at Glacier Peak High School. She has deep roots here in Snohomish being a Snohomish High School graduate and having three children graduate from SHS. Her father also started teaching at Snohomish High School in 1956. While in Stanwood as an administrator she oversaw the ASB and is also on the ASB State Board.

## INTRODUCTIONS (Continued)

Sara Schmeid is recommended to be the new principal at Totem Falls Elementary. She comes to the district from the Lake Washington School District where she was principal at Bell Elementary School. She has also worked in the Monroe School District. She attended Washington State University where she was on the swim team. She started her career as a school counselor. Her focus is on building positive relationships with kids. She loves that Snohomish has a community feel.

## AGENDA REVISIONS

Revised Consent Agenda:

(b) Request Approval of the Revised Personnel Report

Revised Meeting Minutes for 4.26.23

Revised Old Business

(e) Policy 6511 to read Superintendent or designee

A motion to approve the agenda revisions was made by Ms. Adams and seconded by Mr. Seek. The motion carried 4-0.

## APPROVAL OF MINUTES

A motion to approve minutes from the Special Board Meetings on April 27, April 28 and May 4 and the revised Regular Board Meeting on April 26, 2023, was made by Ms. Ballas and seconded by Mr. Seek. The motion carried 4-0.

## CONSENT AGENDA

(a) Request Approval of Warrant Issued April 16-30, 2023:

| FUND                   | DIST.<br>DATE | WARRANT<br>FROM | WARRANT<br>TO | DIST.<br>TOTAL      |
|------------------------|---------------|-----------------|---------------|---------------------|
| GENERAL                |               |                 |               |                     |
| ACCOUNTS PAYABLE       | 04/28/23      | 633604          | 633631        | \$4,946.73          |
|                        | 04/28/23      | 633650          | 633766        | 722,523.25          |
| Electronic Transfer    | 04/17/23      | 222300031       | 222300031     | 1,433.98            |
| Electronic Transfer    | 04/17/23      | 222300033       | 222300033     | 10,749.58           |
| Electronic Transfer    | 04/17/23      | 222300034       | 222300034     | 49.48               |
| Electronic Transfer    | 04/21/23      | 381             | 381           | <u>60,762.94</u>    |
| TOTAL ACCOUNTS PAYABLE |               |                 |               | <u>\$800,465.96</u> |
| PAYROLL                | 04/28/23      | 633521          | 633581        | 90,588.19           |

**CONSENT AGENDA (Continued)**

|                           |          |           |           |                        |
|---------------------------|----------|-----------|-----------|------------------------|
|                           | 04/28/23 | 633582    | 633582    | 0.00                   |
|                           | 04/28/23 | 633583    | 633603    | 1,820,113.91           |
| Electronic Transfer       | 04/28/23 | *         | *         | 4,006,661.61           |
| Electronic Transfer       | 04/28/23 | *         | *         | (1.34)                 |
| Electronic Transfer       | 04/28/23 | *         | *         | 5,887,166.39           |
| TOTAL PAYROLL             |          |           |           | <u>\$11,804,528.76</u> |
| TOTAL GENERAL FUND        |          |           |           | <u>\$12,604,994.72</u> |
| TOTAL CAPITAL PROJECTS    | 04/28/23 | 633767    | 633768    | <u>\$13,333.35</u>     |
| TOTAL PRIVATE PURPOSE     |          |           |           | <u>\$0.00</u>          |
| ASB                       | 04/28/23 | 633632    | 633649    | \$405.00               |
|                           | 04/28/23 | 633769    | 633792    | 50,556.31              |
| Electronic Transfer       | 04/17/23 | 222300032 | 222300032 | <u>543.83</u>          |
| TOTAL ASB                 |          |           |           | <u>\$51,505.14</u>     |
| TOTAL TRANS. VEHICLE FUND | 04/28/23 | 633793    | 633793    | <u>\$176,651.04</u>    |
| TOTAL ALL FUNDS           |          |           |           | <u>\$12,846,484.25</u> |

(b) Request Approval of the Personnel Report

| EMPLOYEE                                                                     | ASSIGNMENT            | LOCATION          | EFFECTIVE DATE            |
|------------------------------------------------------------------------------|-----------------------|-------------------|---------------------------|
| ADMINISTRATIVE                                                               |                       |                   |                           |
| <u>Resignation</u>                                                           |                       |                   |                           |
| Sara Woolverton                                                              | 1.0FTE Exec. Director | Resource Service  | 06-30-23                  |
| CERTIFIED                                                                    |                       |                   |                           |
| <u>Appointment (Continuing)</u>                                              |                       |                   |                           |
| Autumn Robinson                                                              | 1.0FTE Psychologist   | Special Education | 09-01-23                  |
| <u>Request for Revision of Dates of Previously Approved Leave of Absence</u> |                       |                   |                           |
| Brian Gibbs                                                                  | 1.0FTE Science        | Snohomish High    | 03-20-23 through 05-12-23 |
| <u>Request for Leave of Absence</u>                                          |                       |                   |                           |
| Martin Cayford                                                               | 0.4FTE Spanish        | Glacier Peak High | 2023-2024 SY              |
| Hanna Krach                                                                  | 1.0FTE Kindergarten   | Machias Elem.     | 09-01-23 through 12-20-23 |
| <u>Resignation</u>                                                           |                       |                   |                           |
| Grace Lee                                                                    | 1.0FTE Language Arts  | Glacier Peak High | 06-21-23                  |
| Scott Partington                                                             | 1.0FTE BCBA           | Resource Service  | 06-29-23                  |
| Kaitlin Savage                                                               | 1.0FTE English        | Snohomish High    | 06-21-23                  |
| CLASSIFIED                                                                   |                       |                   |                           |
| <u>Request for Revision of Dates of Previously Approved Leave of Absence</u> |                       |                   |                           |
| Christina Smith                                                              | 7hr Para A/B          | Dutch Hill Elem.  | 05-06-23 through 06-21-23 |
| <u>Request for Leave of Absence</u>                                          |                       |                   |                           |
| Barbara Greer                                                                | 7.25hr Para B         | Totem Falls Elem. | 03-16-23 through 05-11-23 |
| Kimberly Smith                                                               | 5hr Payroll Tech      | Resource Service  | 06-01-23 through 08-31-23 |
| Holli Waggoner                                                               | 5.25hr Para A         | Glacier Peak High | 04-27-23 through 06-21-23 |
| <u>Resignation</u>                                                           |                       |                   |                           |
| Brian Quantrille                                                             | 6.25 Para A           | Glacier Peak High | 04-10-23                  |

## CONSENT AGENDA (Continued)

| EMPLOYEE          | ASSIGNMENT          | LOCATION          | EFFECTIVE DATE |
|-------------------|---------------------|-------------------|----------------|
| <u>Retirement</u> |                     |                   |                |
| Tanya Lane        | 7hr Para A          | Central Primary   | 06-21-23       |
| Ellen Lipinski    | 8hr Admin Assistant | Snohomish High    | 08-31-23       |
| Joanne Williams   | 5.25 Para A         | Centennial Middle | 06-21-23       |

- (c) Request Approval for a SHS Student to Attend the Scholastic Art Writing Awards in New York, NY from June 7-9, 2023

A motion to approve the revised consent agenda was made by Dr. Fagerlie and seconded by Mr. Seek. The motion carried 4-0.

## OLD BUSINESS

- (a) Student Advisory Council Update

Mr. Johnson, Director of Equity and Inclusion introduced Emma Waltz and Anna Steiner to give a report on their schools. Ms. Steiner said that at Snohomish High School they are finishing up some standardized testing and that their spring musical is coming up soon. Ms. Waltz said that at AIM they have started planning the end of year celebrations. They are currently at the 80% mark. The 100% mark for seniors is June 1, with the last day seniors will attend school is June 8. Mr. Johnson said that the students really enjoyed the lunches with the Board.

- (b) Student Advisory Council Discussion

Mr. Johnson went over the process for selecting students for next year's Student Advisory Council. Applications were due last Friday. Over this next week we will do the initial screening of candidates. Student interviews will be the week of May 22-26. Dr. Kultgen asked the Board who wanted to be screeners and who wanted to be interviewers. Ms. Ballas said she would volunteer for either task. Last year she was a screener so maybe this year an interviewer. Dr. Fagerlie said she would do either task. Ms. Adams said that she would do the screening. Mr. Seek said he would do whatever was needed. The current members and the newly appointment members will be at the June 14 meeting.

- (c) Request Approval of Policy 5021– Conflicts Between Policy and Bargaining Agreements (Second Consideration).

A motion to approve Policy 5021- Conflicts Between Policy and Bargaining Agreements was made by Mr. Seek and seconded by Dr. Fagerlie. The motion carried 4-0.

- (d) Request Approval of Policy 5281 – Disciplinary Action and Discharge (Second Consideration)

Ms. Adams reviewed the changes made to this policy. Ms. Ballas thanked Ms. Adams for bringing items to their attention and expanding the policy because of her insight.

## **OLD BUSINESS (Continued)**

A motion to approve Policy 5281- Disciplinary Action and Discharge was made by Mr. Seek and seconded by Ms. Ballas. The motion carried 4-0.

### **(e) Request Approval of Policy 6511 – Staff Safety (Second Consideration)**

A motion to approve Policy 6511- Staff Safety was made by Ms. Adams and seconded by Mr. Seek. The motion carried 4-0.

### **(f) Request Approval of Policy 6800 – Building and Ground Maintenance (Second Consideration)**

A motion to approve Policy 6800 – Building and Ground Maintenance was made by Ms. Ballas and seconded by Ms. Adams. The motion carried 4-0.

## **NEW BUSINESS**

### **(a) 5<sup>th</sup> Grade Social Studies Curriculum (First Consideration)**

Ms. Bauer, Executive Director of Teaching and Learning went over the process of how the 5<sup>th</sup> grade curriculum was chosen. She introduced Shana Fogg, TOSA who stated that we had eight teachers, and a librarian on their team. Two of the teachers that were part of the team, Katherine Oswood and Jennifer Morgan attended the meeting. Ms. Fogg said we started this process last fall looking at the new standards that were passed in 2019. The team worked on creating essential standards for the curriculum. A major shift is to add skill standards. The team came up with a value statement. They reviewed seven different sets of materials. The team landed on *Social Studies Alive! America's Past*, by TCI. The teachers piloted the curriculum in February and March. The teachers liked that the curriculum used both online and text materials. In the online version, text can be changed to be more readable, and it can also be read in other languages. After the pilot program staff gathered student and parent feedback. Student feedback noted that this curriculum is easy to read and understand. It has very good images and visuals. They also said having a textbook is important too. Dr. Fagerlie asked how the digital and print will work? Ms. Bauer said the print work is in a workbook format that are printed on a yearly basis. It contains all of the information that is in a traditional book but has activities for the students to work on as well. Curriculum is changing direction because textbooks become outdated quickly. Because we are now getting consumables, students are getting updated information. All of the units are accessible in the online version so students can use either. Ms. Ballas asked if there had been quite a few changes in the standards? Ms. Fogg said the standards had not been updated for about ten years. Mr. Seek asked is this a six year subscription? What happens at the end of six years? Ms. Bauer said that we will evaluate the curriculum at that time to see if we will continue to use the same curriculum and expand it for additional years or not. Currently, this is standard practice for companies to have six-year cycles. Ms. Adams asked about the cost difference between the old model of buying curriculum to this new model of online and consumables? Ms. Bauer will investigate this. This is just an information item at this meeting and the approval to purchase the curriculum will be at the next Board meeting.

## **NEW BUSINESS (Continued)**

### **(b) Technology Plan**

Ms. Bauer said that her team including Jen Harlan, Edson Rodriguez and Shalynn Horton have been working on a technology plan for the district. There are a number of reasons why we need to improve technology and the access to technology. Things are changing in the way we do our instruction. We want to have innovation in our classrooms. Online curriculum and assessments are much more accessible to students and staff. The plan is to move to a device that is standardized throughout the district and is cloud-based. The cloud-based computers provide a much better battery life. We are requesting to purchase one-to-one computers for every student K-12. Currently, we are offering laptop computers to all secondary students and all, but 200-300 students use their own computers. The vast majority of the students already have a school district device. At the elementary level we have enough computers for about 80-85% of the students. We want all students to have a laptop to use at school and the opportunity to take them home to use. Most would stay at school in the elementary.

Using a cloud-based system, students will open up the laptop and it will be ready to go. Now it takes a long time to log on. Assessments will be a lot easier since they will be able to access the tab that they need to go to immediately. The Chromebooks are lighter and easier to handle. As we complete the leases we are in, we will replace the devices with cloud-based Chromebooks. For next year we are looking to get the Chromebooks in about six of the elementary schools, the following year we will finish up purchasing for the elementary schools and middle schools and then in 2025-2026 school year we would replace the devices in the high schools. We are currently looking at a three-year plan as we go through our current leases.

Ms. Adams asked if students will still go through Hello ID to be able to use their Microsoft Office materials? Ms. Bauer said yes, they will still go through Hello ID. Dr. Fagerlie asked if the devices use an app? They do not use an app they are web-based. The Chromebooks do have all the functionality as a laptop. Mr. Seek said three years ago we were not talking about going to one-on-one computers, but the pandemic changed that. Now it is a tool that students are utilizing. He is curious how this is changing things educationally. He also wanted to know what programs are going to be introduced and how we are going to get them to be used district-wide? Ms. Bauer said that we need to be clear about expectations at each grade level of what needs to be integrated. We have digital learning leaders in each of the schools that will help to train staff in the buildings. For monitoring use of the systems, there are programs that can look at usage and we will get feedback from teachers on how many students are using the software. All the work we have been doing with the principals is towards alignment between schools. It is important and equitable for our students. We are already using technology in the district and aligning it across schools and classrooms. Ms. Ballas asked how are we going to make sure the computers have security features? Mr. Rodriguez said that we will continue to use the filtering systems that we are currently using. It will be less of a problem if all students are using district devices instead of their own. Dr. Fagerlie asked about screen size and if the laptops are ergonomically designed? The screen size is the same as what we are currently using, and we will provide ergonomically devices to the students that need them like OTPT for instance.

## **NEW BUSINESS (Continued)**

Mr. Rodrigues said the laptops are pretty standard. President Hagen asked if the computers would go into a cart for charging? Ms. Bauer said yes for elementary school, secondary students will take them home. He also asked if the schools have enough wireless capacity? Mr. Rodriguez said yes. The battery life for these new computers last for days where the current ones don't even last a full day. President Hagen asked how we will measure success? Ms. Bauer said through assessment data and feedback from teachers. Dr. Kultgen stated that as we move towards the vision of being more similar than different across the district the use of these tools will be important. He said we will define success every four years when we go out to our community for a levy.

### **(c) Budget Information**

Mr. Laufmann gave a presentation to the Board on our current budget. The legislature finished at the end of April. Other districts have been making extreme major cutbacks. For Snohomish, we didn't get as much ESSR money as other districts so therefore we don't have the same reductions as some other districts. The other reason why some other districts are losing funding is because of enrollment decline. We did see a decline of about 600 students during the pandemic, but we have gained some students back and continue to add more next year. We have continued to staff to our enrollment numbers. Class sizes are about the same as they have been. For 2023-2024 the legislature gave a 3.7% IPD increase. The state is giving the district another 4% for teachers due to the mix of teachers being experienced and new teachers. The state also increased funding for nurses, psychologist, and counselors for the prototypical school model. We are already staffed above the staff funded amount. On the revenue side the state lowered the retirement rate by about a third. We are looking at adding some additional staff including SLPs, transitional kindergarten teacher and paraeducator, and some MLL staff. Overall, our budget looks really good. Mr. Laufmann will come back again in June and July with any additional updates. The draft budget will come to the Board in August for approval.

## **SUPERINTENDENT'S REPORT**

- This is the opening weekend of Snohomish High School's drama performance of "Into the Woods, Jr". It runs May 12-21 and tickets are available on the school's website.
- AIM Student Recognition is tomorrow at AIM at 6:00pm.
- Windermere donated \$5,000 to the Kid's Café.
- Zac Ward is recommended as the new Snohomish High School Athletic Director.

## **SCHOOL BOARD COMMENTS**

- Ms. Ballas said that the meeting tonight was very informative. She wants to thank everyone for their hard work. She attended the performance at Glacier Peak. It was very professional, and she was very impressed. She is excited for the season.
- Ms. Adams said she is enjoying attending all of these spring events. The awards and plays represent so much work.

- Dr. Fagerlie said she is super excited for us to move into a new era for technology. She was thankful for the budget report and said it is amazing we are carrying on and providing student's needs.
- President Hagen asked if it is Teacher Appreciation Day? It is teacher appreciation month. Yesterday was teacher appreciation day.
- Next Board meeting is the retirement meeting, there is just a handful this year. The meeting will start at 5:30pm.

## EXECUTIVE SESSION

The Board convened into Executive Session at 7:40pm for approximately 90 minutes to discuss the Superintendent's evaluation as allowed by RCW 42.30.110(g). The Board was expected to be in executive session until 9:10pm. At 9:10pm the Board president announced publicly to extend the executive session until 9:45pm. There was no action taken, and the Board is not expected to take further action following the executive session. President Hagen called the regular meeting back into session at 9:45pm.

The regular meeting was adjourned 9:45pm.

Verified by:

---

Kent Kultgen, Ed.D.  
Secretary to the Board of Directors

---

Jay Hagen  
President of the Board of Directors