

SHORELINE BOARD OF DIRECTORS

December 12, 2011– 7:00 pm

Regular Board Meeting

V I S I T O R S ' A G E N D A

Welcome to the meeting of the Shoreline Board of Directors. Your Visitors' Agenda parallels our official agenda. It has been prepared in narrative form so that you may have a better understanding of the topics under consideration.

The meeting is being held in the Board Room of the Administrative Offices located at the Shoreline Center, 18560 1st Ave. N.E., unless otherwise noted. Study Session meetings are scheduled when needed. All Board meetings are open to the public except when we go into an executive session to discuss personnel and legal matters, property acquisitions or sales, or matters of national defense. A schedule of future Board meetings can be found on the last page of this agenda.

We would appreciate you signing the roster so that we may keep a record of attendance. Again--welcome, we hope you enjoy your visit.

NOTE: Anyone who wishes to audiotape or videotape the proceedings must make their request to the School Board President prior to the meeting. Any activity of this type must be unobtrusive and cannot interfere with the conduct of the meeting in any way. If any person in attendance requests that they not be taped, it is desired that their request be honored.

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1. Call to Order @ 7:00 p.m.

2. The meeting shall be opened by the salute to the flag.

3. Reorganization of the Board and Oath of Office

4. Approval of Minutes of the November 7 Board Meeting

5. Adoption of Consent Agenda

The Board has previewed these routine business items prior to the meeting. These items are limited to Board discussion. Audience comments on these routine items will be received during the community input section.

It will be the recommendation of the Superintendent that the Board approve the consent agenda as presented.

5a. Adoption of District Instructional Materials Committee (DIMC) Recommendations

The recommendations of the District Instructional Materials Committee were presented for first reading at the November 14, 2011 regular meeting and are now being presented for adoption. You are requested to transfer those recommendations from your November 15 Board folder to this folder of December 12. The materials were available for review in the Instruction Department during the interim period.

CURRENT REVENUE SOURCE: Materials are building funded

It will be the recommendation of the Superintendent that the Board adopt the recommendations of the District Instructional Materials Committee, effective December 12, 2011, as presented.

5b. Final Acceptance – KCDA/Modern Building Systems, Inc. – Shorecrest and Shorewood High Schools Temporary Portables Delivery and Set-up

The Board authorized the District to award a contract to KCDA/Modern Building Systems, Inc. for the temporary portables delivery and set-up on December 6, 2010 for Shorecrest High School and on February 7, 2011 for Shorewood High School. The final items on the punch list have been addressed and both projects are now ready for the Board's final acceptance.

The Board was provided the final acceptance recommendation letters from Calvin Gasaway and Jeff Greene, Owner's Representatives. As the District's representatives, they are satisfied that the Shorecrest and Shorewood projects are complete and ready for final acceptance by the Board.

CURRENT REVENUE SOURCE: – 2010 Bond proceeds within the Capital Projects Fund.

It will be the recommendation of the Superintendent that the Board approve final acceptance of the temporary portables delivery and set-up for Shorecrest and Shorewood High Schools.

5c. Final Acceptance – CD Construction Management, Inc. – Shorewood High School Wood Shop/Classroom Conversion (Project 1A)

On April 4, 2011 the Board authorized the District to enter into an agreement with CD Construction Management, Inc. for the conversion of the Shorewood High School wood shop to temporary special education classrooms during the period of construction (Project 1A). The Board approved the project as "substantially complete" on November 7, 2011.

As of December 1, 2011, Dan Miles of Bassetti Architects and Jeff Greene, District Project Manager, concur that all work has been completed in accordance with the contract and they are recommending final acceptance of the project.

The Board was provided letters from Dan Miles and Jeff Greene supporting the recommended Board action.

CURRENT REVENUE SOURCE: Proceeds from the 2010 bond authorization.

It will be the recommendation of the Superintendent that the Board approve final acceptance of the Shorewood High School conversion of the wood shop to classroom temporary housing project with CD Construction Management, Inc. as presented.

5d. Authority to Award Shorewood High School Construction Project Deferred Alternate #6 – Right of Way (ROW) Street Improvements

On October 3, 2011, the Board approved Resolution No. 2011-24, granting authority to award the Shorewood High School construction project to Bayley Construction. At the time of the bid award, Alternate #6 was deferred, pending the City of Shoreline permitting department review of the right of way improvements on N. 170th St.

As a result of the review, it is clear that the right-of-way improvements will be required. The District is requesting authority to award Deferred Alternate #6 in the amount of \$52,200. The award will be authorized as Change Order #1 to the Bayley Construction contract.

CURRENT REVENUE SOURCE: 2010 bond in the amount of \$52,200.

It will be the recommendation of the Superintendent that the Board authorize the District to award Deferred Alternate No. 6, right-of-way street improvements for the Shorewood High School construction project.

5e. Authorization of Revised Proposal from Associated Earth Sciences, Inc. for Geotechnical, UIC Wells, Observation and Testing Services at Shorewood High School

On September 12, 2011, the Board authorized the District to negotiate and enter into a contract with Associated Earth Sciences, Inc. for geotechnical and UIC wells, observation and testing services for the Shorewood High School main construction project. The amount authorized was “not to exceed” \$250,000.

The District has negotiated a proposed contract with Associated Earth Sciences, Inc. that exceeds the original Board authorization due to the incorporation of UIC well testing at a cost of \$68,960, not included in the original estimate. The revised Board authorization is now \$318,960.

CURRENT REVENUE SOURCE: Capital Projects Fund – 2010 bond proceeds with a revised total cost of \$318,960.

It will be the recommendation of the Superintendent that the Board approve the revised proposal from Associated Earth Sciences, Inc. for geotechnical, UIC wells, observation and testing services at Shorewood High School.

5f. Approval of Change Order #4 – Terra Dynamics, Inc. – Meridian Park Field Improvements

On June 27, 2011, the Board awarded a contract to Terra Dynamics, Inc. for improvements to the Meridian Park field creating varsity baseball and fast-pitch venues as well as an elementary school playfield. Subsequent to the start of the project, Change Order Proposals (COPs) have been received for both additive and deductive work.

Change Order #4 is additive to the original scope and provides a cement-blend treatment to approximately 80,000 square feet of the baseball field surface as well as the main driveway. This treatment was necessary as a result of the November above average amount of rainfall and the subsequent field conditions, which precluded the successful installation of the base rock.

The Board was provided a summary of the components of Change Order #4, which also reflects the revised contract amount.

Eric Gold of D.A. Hogan recommends approval of Change Order #4. The District concurs with the architect's recommendation.

CURRENT REVENUE SOURCE: The total amount of this change order is \$52,183.62 plus Washington State Sales Tax (WSST) and will be funded from the Capital Projects 2006 bond proceeds.

It will be the recommendation of the Superintendent that the Board approve Change Order #4 to the Terra Dynamics, Inc. contract for additional work as part of the Meridian Park field improvements project as presented.

5g. Approval of Extended Field Trips

It will be the recommendation of the Superintendent that the Board approve the extended field trip forms as presented.

5h. Personnel action presented for Board consideration on recommendation of the Superintendent is usually supported by a list or other attachment showing names, locations, effective dates, and other pertinent details.

5i. Approval of Payroll and Vouchers

A list of vouchers paid in the current period as well as payroll will be presented for Board approval.

6. Reports and Presentations

6a. Review of District Advisory Committee for Graduation Requirements Recommendations

The District Advisory Committee for Graduation Requirements was formed to develop a recommendation to the Superintendent for a single and consistent set of graduation requirements for both high schools in the Shoreline District. The Committee was made up of 25 parents, teachers, counselors, principals, instructional administrators and the teacher's association president.

Committee members were asked to research, reflect upon and recommend the graduation requirements which would best prepare Shoreline students for success in postsecondary education, gainful employment, productive citizenship and the skills to be a lifelong learner. Specifically, these recommendations needed to include:

- Total number of credits required for a Shoreline diploma;
- Number of required credits in each subject area (e.g. English, Math, etc);
- Specific courses required in each subject area (e.g. Algebra I, Geometry, Algebra II, etc.);
- Maximum number of online credits allowed (free-standing NOT credit recovery); and
- Additional graduation requirement(s) (e.g. senior project, exhibition, community service).

Brian Schultz and Teri Poff will review the Committee's recommendations with the Board in preparation for a possible vote for adoption later in the meeting under "Action Items." The final recommendations were made by unanimous agreement of the Committee and are fully supported by the Superintendent and senior staff.

To view all materials reviewed by the Committee, please visit the District's website at the following link:

<http://www.shorelineschools.org/news/release.php?releasesid=1216>

Information only; possible vote for adoption later in the meeting.

6b. ASB Fund Balance Report

The ASB Fund Balance Reports are being presented to the Board, based upon the closing of the 2010-2011 fiscal books, which occurred at the end of October. The ASB reports for all schools have been provided for the Board's review.

Information only; no action required.

6c. Shorecrest Tennis Courts Update

The Shorecrest tennis courts have been in various states of disrepair for a number of years. Repairs were made in 2006, but the repairs have not curtailed the tree root damage. As a result, currently only four courts have been useable this fall and by spring, it is likely that only three courts will be available for safe play. Knowing that the courts were failing, included in this year's District work plan, under Priority 3, Capital Projects is: "the replacement of the Shorecrest High School tennis courts in the summer of 2012." With that intent in mind, arrangements have been made with the City of Shoreline (through a Joint Use Agreement), for team access to the Shoreline Center courts for both the spring and fall 2012 seasons.

With the replacement of the two high schools, a District goal has been to provide comparable facilities at each school. Because the Shorecrest tennis courts need to be replaced, the District is looking for viable options for the construction of a six tennis court facility.

Currently, the Shorecrest High School and Kellogg Middle School campuses are under consideration, although the exact location has not been determined. Similar to the process used last year in looking for a home for the Shorewood H.S. baseball and softball fields, the District would like the authority to conduct a feasibility study of the tennis court location options on both sites. The results of that study would be reported to the Board at a future meeting. Aerial photos of the two sites have been provided to the Board.

Information only.

6d. First Reading: Revisions to Policy #3300, Student Conduct and Corrective Actions for Misconduct

Shoreline is participating in the CPPW (Communities Putting Prevention to Work) King county grant. This grant has four goals:

- 1) reduce adult tobacco use;
- 2) reduce teen tobacco initiation;
- 3) reduce secondhand smoke exposure; and
- 4) reduce health inequities related to tobacco use.

One of the required grant tasks is a review of the District's corrective action policy (Policy #3300), specifically in regards to consequences of tobacco use, and to revise as necessary in order to develop alternatives to suspension for tobacco use which will support the grant goals. These specific revisions are noted on page 11.

These policy revisions are being presented for first reading and will be brought forward for adoption at the January 9, 2012 meeting.

6e. September/October 2011 Financial Update & 2010-11 End-of-Year Bond & Technology Levy Recap

The following reports have been provided for the Board's review:

- September/October 2011 General Fund Cash Flow Report
This is the first Cash Flow Report for the 2011-2012 year. The information on this report reflects the projected revenues and expenditures for 2011-2012. Actual numbers are in the September and October revenue and expenditure columns. Revisions to the monthly projections of the revenues, expenditures and the reservations of fund balance will begin after the State apportionment adjustments occur in January.
- October Budget Status Reports for the Capital Projects, Debt Service, Transportation Vehicle and ASB Funds
Fall tax collections began to arrive in October and are reflected in the Capital Projects Fund (technology levy collections), the Debt Service Fund and the General Fund (M & O Levy) revenues. The October bond sale proceeds and the bond issuance expenses will be reflected in the November reports. The board, at a special meeting on October 13, approved the bond offer and acceptance, however the actual bond sale was finalized on November 1. Additionally, in the Debt Service Fund, the deposit of bond premium revenue as a result of the sale is reflected under the revenue 'Other Financing Sources' category. The Transportation Vehicle Fund received the annual State bus depreciation payments in September and October of \$352,792 which is ~\$124,000 higher than what was budgeted.
- 2010-2011 Year-End Bond and Technology Levy Update
With the end of the 2010–2011 fiscal year, staff has prepared a status report on the 2006 bonds and the 2010 bonds that have been sold. Included in the report is a summary of the sources and uses, including investment earnings, along with the August 31, 2011 ending balances. Additionally, in the attachments is a recap of the 2010-2011 technology levy sources and uses.

Information only, no action is required.

7. **Board Requested Discussion**

8. **Comments from the Community**

Community members are invited to make comments on any topic (2 minutes per person, generally 20 minutes total). (If you have a question on a school-related item, you may be directed to the appropriate administrator who can be of assistance.) It should be understood the Board cannot take action on any issue presented by members of the audience. In order to address the Board, please raise your hand, and wait to be recognized by the Board president and then stand and state your name for the record. The Board asks that there be no comments regarding personnel matters. Personnel matters should be made confidentially to the Board members and/or the Superintendent by phone, in writing, or in person.

The Board may approve up to a five-minute presentation during the Comments from the Community portion of the meeting if the information is relevant to the education of students or the operation of the Shoreline School District. A request, along with all written material, must be submitted to the Board secretary one week prior to the meeting. If approved, the citizen(s) making the request will be informed by the Board secretary.

You may also provide written input. To see that your letter is included as Board correspondence, please send it to either David Wilson, Board President, or Sue Walker, Secretary of the Board/Superintendent, 18560 1st Ave. NE, Shoreline, 98155. It must be received no later than Monday noon preceding the regularly scheduled Board meeting. You will then receive a written response to your inquiry.

9. **Action Items**

9a. Possible Adoption of Revised Graduation Requirements

The Board may choose to vote on the adoption of the revised graduation requirements as presented earlier in the meeting under "Reports/Presentations," item 6a.

As is always the case, revised requirements, if adopted, would impact 9th graders entering after adoption and would not apply to the 10-12th graders under the previous policy that was in place when they entered as 9th graders.

It will be the recommendation of the Superintendent that the Board adopt the graduation requirements as recommended by the District Advisory Committee for Graduation Requirements.

9b. Authority to Negotiate and Enter into Agreement with a Landscape Architectural/Engineering Firm for Shorecrest High School Tennis Courts Feasibility Study

In order to develop District plans for the replacement of the Shorecrest tennis courts with courts that are comparable to the Shorewood tennis court plans, a location for the new courts needs to be identified. Currently both the Shorecrest and Kellogg site have been identified as locations for consideration. In order to acquire sufficient information to make an informed decision, the District recommends that a feasibility study be conducted for court placement possibilities.

In order to be timely in identifying feasible locations for the tennis courts including the pros and cons of the viable site alternatives, it is requested that the District be granted authority to negotiate and enter into an agreement with an architectural/engineering firm for a feasibility study for the potential location of the Shorecrest tennis courts.

CURRENT REVENUE SOURCE: Capital Projects Fund – 2010 bond proceeds.

It will be the recommendation of the Superintendent that the Board grant the District authority to negotiate and enter into an agreement with a qualified architectural/engineering firm for a Shorecrest tennis court feasibility study as presented.

Visitors' Agenda – December 12, 2011

- 9c. Adoption of Revisions to Policy #8105, Student Safety Walking to School and Riding Buses
Revisions to Policy #8105, Student Safety Walking to School and Riding Buses, were presented for first reading at the November 14 regular meeting and are intended to align the policy with current District practice, legal requirements and to amend the legal references within the policy. The additional changes suggested at the November 14 meeting have been incorporated for this adoption.

It will be the recommendation of the Superintendent that the Board adopt the revision.

10. **School Board Reports and Communications**
11. **Information for the Board** – November 8 Election Certification
12. **Executive Session**
13. **Adjournment:** 9:00 p.m.

Pending

Approval of Change Orders #1, 2, 3 – A-1 Landscaping
Debt Service Fund Budget Extension
IXL Math Intervention (Teri Poff, Ellen Kaje, Ph.D., Linda Smith)
Final Acceptance – Ebenal General, Inc. – Central Kitchen Project

January 9 Regular Board, 7:00 p.m.

Final Acceptance – Interwest Construction, Inc. – Shorewood High School – Demolition and Early Site Work (Project 1B)

Final Acceptance – Interwest Construction, Inc. – Shorecrest High School – Site Work for Temporary Portable Installation

All-State Musicians (Teri Poff and Frank Halferty)

First Reading: Revisions to Policy #5341, Travel Authorization and Reimbursement
Shoreline Virtual Learning Online Update and Next Steps (Teri Poff)

January 23 Regular Board, 7:00 p.m.

iPad Program (Jim Golubich)

February 6 Regular Board, 7:00 p.m.

February 13 Regular Board, 7:00 p.m.

March 5 Regular Board, 7:00 p.m.

March 19 Regular Board, 7:00 p.m.

April 2 Regular Board, 7:00 p.m.

April 16 Regular Board, 7:00 p.m.

May 14 Regular Board, 7:00 p.m.

May 21 Regular Board, 7:00 p.m.

June 11 Regular Board, 7:00 p.m.

June 25 Regular Board, 7:00 p.m.