



BOARD MEETING MINUTES
Puget Sound ESD
Friday, February 4, 2011
8:45 a.m.-3:00 p.m.

In attendance: Jill Burnes, Josh Garcia, Barry Hoonan, Dave LaRose, Barbara Lomas, Andrew Lumpe, Gayle Mar-Chun, Tim Nootenboom, Janet Regge, Susana Reyes, Patricia Shanander, Mike Villarreal, Ismael Vivanco and Kathy Clayton.

Absent: Becky Cooke, Jim Howard, Jose Rivera, Gene Sementi and Jessica Vavrus,

I. Call to Order

President Josh Garcia called the meeting to order and reviewed the agenda.

II. Opening Activity

Janet Regge guided us through an opening activity whereby board members selected a common object and used it as a metaphor related to being an effective school leader.

Gayle Mar-Chun volunteered to facilitate an activity for the March meeting.

III. Consent Agenda

The following consent items were approved. **Andrew Lumpe** made the motion; seconded by **Janet Regge**: the motion passed.

A. Minutes of the October 14th Board Meeting

Minutes were emailed with this agenda.

B. Critical Question Series - Following is a revamped schedule for the remaining Critical Question series for 2010-11:

- February – **Jill Burnes** – Something related to what services (PD) can we provide?
- March - **Jose Rivera** will think of something relevant and on the forefront
- April – **Mike Villarreal** – What is quality teaching?
- May – **Barbara Lomas** will find someone in SW - What is quality learning?
- May – **Ismael Vivanco** will think of something relevant and on the forefront
- June – **Tim Nootenboom** – Reflection

IV. Strategic Plan and Action Items

A. Goal 3: Programs, Products, and Services

1. 2010 Conference Review – Kathy provided evaluations, survey results, and financial information related to our October 2010 conference in Spokane. Because of our partnership with WAEYC, lucrative sponsorships, and low presenter fees, we managed to profit \$25,307.54, even though attendance was low and 90 of our participants were university education students who paid a low registration fee. It is because of the low attendance in Spokane that the board voted during a November 24th teleconference to host the 2012 annual conference in Seattle. Discussed was the fact that it is important to have higher numbers, so that we can continue to attract our sponsors. Kathy has secured the Hilton Hotel near SeaTac airport for the conference.

2. Regional Workshop Review – Kathy provided financial information and the evaluations for the Mike Mattos RTI workshops, and the Pete Hall/Alisa Simeral 'Instructional Coaching' workshops in Federal Way and Vancouver. Each of these regional workshops were well attended and we profited financially. Kathy thanked Patricia, Barbara and Josh for their support as hosts at or for these events. The Hall/Simeral workshop was the final session in the PLC series we hosted in Vancouver and Federal Way. Because we hosted in schools at no cost to WSASCD, our profit margin was greater. It was acknowledged that Vancouver and Federal

Way Public Schools did incur costs related to their involvement in our series. WSASCD greatly appreciates these partnerships and their financial commitment. Specific information is available on the 'Summary of WSASCD Professional Development Activities' handout that all board members received.

3. **Upcoming Professional Development Opportunities** – Kathy provided information regarding the upcoming Rick Wormeli 'Differentiation' workshops, as well as the preliminary PD calendar for next year. Our registrations are up at all three sites.
 - a. Rick Wormeli 'Differentiation and Grading' Workshops
 - Wednesday, February 23rd in Vancouver
 - On-site coordinator: **Barbara** has someone from ESD 112
 - Thursday, February 24rd in Spokane
 - On-site coordinators: **Mike Villarreal** and **Ismael Vivanco**
 - Friday, February 25th in Federal Way
 - On-site coordinators: **Andrew Lumpe** and **Barry Hoonan**
 - b. PLC Workshop Series in Spokane – We are going to replicate the series that we provided in Vancouver and Federal Way
 - September 17, 2011 - Robert Eaker and Janel Keating – PLCs
 - November 5, 2011 - Jeanine Butler – Assessment
 - December 9-10, 2011 - Mike Mattos – Pyramid RTI
 - c. 2011 Annual Conference in Seattle – October 14-15, 2011 *"Hope for Tomorrow: Change for Today"*
 - Awards Chairpersons – Jason Smith from Federal Way will take the lead; Alison from Central Valley will be asked to co-chair the process.
 - Friday Keynote Speaker – Dr. Gene Sharratt
 - Saturday Keynote Speaker – Richard Thomas
 - Full-Day Action Lab Presenters
 - Dr. Tammy Campbell – *Closing the Achievement Gap through Powerful Pedagogy*
 - Dr. Harvey Alvy – *Lincoln for Today: Leadership Practices for School Success*
 - Dr. Elham - *Advancing Elementary Students' Computational Fluency through Ambitious Teaching Practices*
 - Sharon Kramer – *Formative Assessment from a District Planning Perspective*
 - The committee has recommended that we pursue the following presenters for other Action Labs: Flint Simonsen, Doug Fisher, and John Kotter
 - d. Pyramid RTI – (Day 2 information)
 - February, 2012 - Chris Weber or Austin Buffam in Vancouver
 - February, 2012 - Chris Weber or Austin Buffam in Federal WayThe board suggests seeking recommendations for each of these presenters before making a commitment.
 - e. Whole Child Onsite Conference in South Kitsap
 - May 11-12, 2012 in South Kitsap School District

B. Goal 5: Leadership and Governance

1. Financial Status of Professional Development Activities

Kathy will provide information related to our PDAs over past 18 months. Tim noted that with our conference and regional workshops this year that we brought in over \$90,000, which is approximately the cost of our management contract

with WASA. This is a good indication that we will probably have a good profit this year, as we still have three regional workshops to host at the end of February.

2. 2010-2011 Financial Report

Many thanks to Tim for serving as our board treasurer. Kathy and Tim shared the December report related to the 2010-2011 budget. Kathy explained that our 'beginning cash' is actually our carry-over and is not added into the budget sheet. Any profit we incur this year will be carried over and added to our 'beginning cash' for next year. Josh commented that we should add funds to our CD if we do well financially this year. Kathy did put \$7,000 into a CD based on our profits from last year. Based on this mid-year financial, Kathy estimates that we will far exceed our projected \$2,000 profit margin this year. The December financial is attached. **Ismael** made a motion to approve the December Financial; seconded by **Barbara**: the motion passed.

3. Membership Report

Kathy share that our membership numbers are up, largely due to our regional workshop registrations. Currently, we have 2,367 members. Kathy will provide a comparison report for our consent agenda in March.

4. Candidates for Upcoming Board Election

Josh shared the list of potential candidates for the March election.

- Northwest ESD 101
 - Brent Howard, Technology Specialist, ESD 101
- ESD 189
 - Dr. Kyle Kinoshita, Executive Director Teaching & Learning, Marysville SD
- University Rep
 - Dr. Andrew Lumpe, Professor of Education, Seattle Pacific University
- ESD 113
 - TBD – Gayle has a few recommendations for the nominating committee

There was some discussion about the selection process for new board members. According to our Constitution, the president or past president serves as the chair of the nominating committee. The nominating committee has involved our president, past or president-elect and executive director. However, the Constitution does not say who serves on the nominating committee, so that may be a good topic of discussion at our board retreat in June.

C. Goal 4 – Influence and Policy

1. **OSPI Report** – Jessica was unable to attend the board meeting, so she sent the following set of reports on the latest activities from the agency. Jessica also expressed the desire to have a conversation related to 'How OSPI can build a more supportive approach for districts to navigate, understand and implement the vast suite of learning standards that we have' and 'How can OSPI provide a more thoughtful message around these things and what does the message need to be?' Josh, Tim and Kathy will schedule a time to meet with Jessica to have that discussion. It will also be part of our board agenda in March.
 - a. Feb. OSPI Agency update for ESD regional superintendent meetings – this is a report that we share each month in the monthly ESD superintendent meetings. Let me know if you find this useful and I can forward to you on a more regular basis!
 - b. 2011 K-12 Related Bill Summaries (Excel doc) – the ones related to T&L are shaded at the top of the document with some of my notes and a few questions for your consideration/input in bold.

- c. OSPI Legislative Priorities – There are 3 word documents for your general information (1-Supt Dorn’s 2011 Legislative Priorities; 2- Math end of course legislation rationale; 3-Science end of course rationale)
2. **LILA Conference Report** – Kathy shared information from her experience at the Leadership Institute for Legislative Advocacy in Washington, D.C. Gene Sementi and Becky Cooke joined Kathy at the conference and on the Day on the Hill visiting some of our legislators. They met with Representative Cathy McMorris Rodgers and Senator Maria Cantwell, and with Senator Patty Murray’s legislative assistant responsible for education. The ASCD 2011 Legislative Agenda was shared with our legislators. It should be noted that **Becky Cooke** and **Josh Garcia** served on the national committee that developed the 2011 agenda.

D. Goal 2: Communications & Publications

1. **Curriculum in Context Update – Becky Cooke** was unable to attend the meeting, so she joined us in a conference call. She informed us that there would be only one journal this year. The journal is in the process of being printed and should be sent out to members by early March. The theme of our fall journal will be Leading with Values in Troubled Times: Lessons Learned. The board brainstormed potential authors with Becky. The list is as follows:
- a. Nancy Ferron (sp?) - Olympia recommended by Barbara Lomas
 - b. Tom Murphy - retired Federal Way superintendent, recommended by Josh Garcia
 - c. Gene Sharratt - recommended by Ismael Vivanco
 - d. Brian Enright from NTN, recommended by Josh Garcia
 - e. Brian Benzel - recommended by Tim Nootenboom
 - f. George Juarez - Othello superintendent, recommended by Mike Villarreal
 - g. Dick Giger - retired superintendent Mercer Island, lives in North Bend - recommended by Tim and Kathy
 - h. Jim Knight - recommended by Mike Villarreal
 - i. Mary Alice Heuschel - recommended by Barbara - contact information from Janet: maryalice.heuschel@rentonschools.us
 - j. Tom Lahmann - retired superintendent from Toledo - recommended by Tim Nootenboom
 - k. Becky Downey - AVID - recommended by Gayle Mar-Chun and Mike Villarreal
 - l. Dr. Whitney Misner - MS/HS principal in Chimacum - recommended by Patricia Shanander. Her phone number is 360.316.1088.
 - m. Sue Bergman - State AVID Director - recommended by Ismael Vivanco
 - n. Mickey Lahmann - formerly with OSPI - recommended by Gayle Mar-Chun
 - o. Sondra Yeager - Monticello MS, Longview classroom teacher AVID - recommended by Josh
2. **Skype Call with Jim Howard** – Thanks to **Tim Nootenboom** and his technology skills, we were very fortunate and delighted to have a conference call with Jim Howard, who is at the University of Washington Medical Center being treated for Leukemia.

E. Goal 3 – Programs, Products, and Services

1. **Strategic Planning Process** – Using the process developed by **Jill, Tim, Susana, Josh** and **Janet, Tim** guided the board through the first steps of our work with the Whole Child Initiative and the new strategic plan. The goal of the day was to make sure people were clear about the five tenets or pillars of the initiative. The board members worked in groups of three sharing the results of their homework, which involved finding programs and activities in their schools and/or districts that support the tenets ensuring that students are safe, healthy, engaged, supported and challenged. Tim invited **Gayle Mar-Chun** to share the

powerpoint that she used with the Olympia School Board relative to the work that is being done at Madison Elementary. The majority of her report was directly related to the five tenets of the Whole Child. Gayle has effectively embedded this philosophy into all aspects of the school. Tim also asked **Dave LaRose** to share the video of Sidney Glen Elementary, which was created in South Kitsap School District to honor the school's nomination for the ASCD Vision in Action: Whole Child Award. Both presentations were exceptional, as they definitely exemplified the Whole Child tenets in practice.

2. State Schools of Character – Josh and Kathy shared the history of our partnership with Learning Improvement Team and Whitworth University for the past 18 months regarding the SSOC Award. There was a lot of discussion and some concern around this partnership. Kathy will meet with Heather Knight (LIT) and Debbie Tully (Whitworth) in March to clarify the expectations of all three organizations with regard to the partnership. A discussion will take place at the March board meeting about whether or not we want to continue this partnership. If we do continue the partnership, a board member will be needed to serve as our liaison for the award process.

Next Board Meeting: March 18, 2011 Puget Sound ESD
8:45 a.m. – 3:00 p.m.

Potential Agenda Items for March 18 Meeting:

- Rick Wormeli Workshop Review
- OSPI Report
- Strategic Planning
- Whole Child Conference Planning
- SSOC Partnership Decision

Board Retreat: Friday-Saturday, June 24-25, 2011