

MUKILTEO SCHOOL DISTRICT

MONTHLY REPORT

April 2017

ELEMENTARY EDUCATION

ACTIVITIES: CHALLENGER: The school held Science, Technology, Engineering and Math (STEM) night with Imagine Children’s Museum. STEM Club students welcomed families and led them through ten different stations called Science Sensations. Families became engineers, explored the scientific process and conducted experiments to discover the wonders of science. Families were also treated to the second Literacy Night of the year. Staff worked with families on reading comprehension strategies to support their children and were given a bag of books to take home. Author Simon Calcavecchia visited Challenger to share his journey about how he injured himself playing rugby, overcame the restraints of quadriplegia, and how that led him to write the story, *Frank and Mustard*. ... **COLUMBIA:** Teachers participated in technology trainings for Google Classroom and One Note. The school community participated in the egg drop and science fair in partnership with the Fire Department and PTA. Fourth graders treated their parents and other students to performances of their learning with recorders and harmony. ... **DISCOVERY:** Teachers and students continued their work toward preparing for the Smarter Balanced Assessment and mastering curriculum lessons as the year ends. The school also hosted its second consecutive multicultural night. The fun-filled educational night created many opportunities for students and families to learn about and value each other's differences and uniqueness. In addition, for the third consecutive year, volunteers from 1st Security Bank in Everett came to teach 3rd graders the importance of saving money and gave each student a piggy bank. ... **ENDEAVOUR:** The school held a garden and campus clean-up event in honor of Earth Day. Parent and community volunteers were honored at an ice cream social held on the south lawn. The PTA sponsored an art and ice cream night for families. The PTA, in partnership with Boeing and the Washington Alliance for Better Schools, started a new six-week science class for 4th and 5th grade students. Kamiak drama students presented, *The Lorax* by Dr. Seuss. ... **FAIRMOUNT:** Third grade students learned about human growth and development, 3rd graders learned about the science of flight culminating with a field trip to the Museum of Flight, and 5th graders worked with environmental educators to make terrariums and to observe the growth of wheat over a week’s time. Staff focused on making preparations for the next school year, discussing information from State/District assessments, and planning the master schedule. The school also hosted a volunteer tea in appreciation for the school volunteers and their hard work, time and support. Fairmount students enjoyed visits from author Laurie Thompson and the

Kamiak Traveling Theatre. ... **HORIZON**: Horizon welcomed incoming kindergarteners at the first Kindergarten Readiness class. Two more classes were scheduled in May and June. Earth Corps worked with intermediate students in the wetland to clear invasive plants and mulch native plants. The US Forest Service educated primary students on the importance of pollination and pollinators. ... **LAKE STICKNEY**: The 3rd and 5th grade students have been partnering with UW Bothell teaching candidates and learning about the life cycles of plants and animals and environments. Fourth graders finished a six-part Kids Who Care program with PAWS and visited the Brightwater Center in Woodinville, where they learned about the water cycle. Staff have focused on structures and routines to support a collaborative learning community throughout the school with emphasis on student engagement and behavior expectations. ... **MUKILTEO**: The school held its annual talent show where students showcased their artistic aptitudes and abilities. Mukilteo also started its MEco earth month, where students are challenging one another to keep the school campus litter free and green. In addition, the school held a talent show where students danced, sang, and performed skits that entertained students and families. ... **ODYSSEY**: Administrators and teachers reviewed student growth data in reading and math and discussed instructional practices resulting in high growth as well as changes to intervention plans for students not making adequate growth. Evaluation artifacts, evidence, and self-assessments were also reviewed. Volunteers were honored with a breakfast prepared by staff. Family-focused evening events included a skate night sponsored by PTA and a movie night hosted by Madres Latinas. ... **OLIVIA PARK**: Students were presented with a \$500 check from the Everett Garden to purchase new garden tools and pots for their strawberry plants. In addition, students were busy with extended-day opportunities: Cribbage Club, ASB, Nature Club, band/orchestra, Power Brain, Fifth Grade Homework Club, Running Club and Hip Hop. The school continued to gain self-managers and inducted 29 more students, bringing the grand total to 326 students who consistently are safe, respectful and responsible. ... **PICNIC POINT**: The school held its second trimester awards assembly, honoring students for their hard work and achievement. The school also held an assembly to kick off the Aqua Sox Reading Program. The building leadership team finished a book study on growth mindset and were working on ways to implement some of the strategies for all students next year. ... **SERENE LAKE**: The school had a busy month filled with events that celebrated student efforts, including the Sea Otter assembly that recognized students for their hard work. The school also surpassed its reading goal of a million minutes, and acknowledged the reading achievement of many students with a Bigfoot Lunch for reading all the Sasquatch Books, and had pizza with the principal for meeting an Accelerated Reading goals. Fourth and 5th grade students put on a show called, *Serene Lake Salutes the Musicals*.

SECONDARY EDUCATION

HIGH SCHOOLS: **ACES**: Seven students attended the WE Day Celebration at the Seattle Center and students from the manufacturing technology class went on a field trip to Mount Vernon for apprenticeship training. ... **CAREER AND TECHNICAL EDUCATION (CTE)**: The Washington Association of Career and Technical Education (WA-ACTE) held a trophy design contest for

engineering design students across the State. The criteria was to create a trophy using industry-standard software, and that could be created on a 3D printer. Two students from Kamiak submitted their design and winners will be announced next month. CTE students participate in many extended leadership development activities. For example, the Mariner Family and Consumer Science program had 20 students and parents volunteer with Hope Foundation to help feed 113 homeless people in the North Everett area. At the International DECA competition in Anaheim, California, Mengwei Chen of Kamiak placed in the top 10 in her event (with over 300 other students) and students in the Mariner School-Based Enterprise also placed in the top 10 in their event. Overall, over 19,000 students competed in the event. ... **KAMIAK**: Twelve Kamiak juniors were invited to interview for three positions for the Boeing paid summer internship program. Three students were selected and will gain insight into science, technology, engineering, mathematics, and business careers. Kamiak hosted its second National Letter of Intent Signing Day where five students and their families were recognized and honored. Four Kamiak marketing and DECA students competed at the national level in Orlando, Florida. One scored 9th in the nation, two in the top 20, and one was honored with a leadership certificate. ... **MARINER**: The school received a grant to take 30 girls to the Women in Aviation Fly Day, where 200 girls from the greater Seattle area attended. Mariner was fortunate to have so many attend. The girls met female pilots, attended informational sessions on careers in aviation with a focus on STEM, and attended a college fair. Three students were given \$615 scholarships to attend Girls at the Helm this summer, a trip focused on leadership and the environment that offers an enriching experience for girls entering 7th to 12th grade. Mariner staff hand-wrote over 500 post cards to seniors to encourage them to finish strong in their final semester. Receiving personal notes from teachers and mentors was a big hit. ... **SNO-ISLE TECH SKILLS CENTER**: The school hosted 20 international STEM education visitors from 19 different countries. They enjoyed student-led tours and a nice lunch at Le Bistro. Fridays were 8th-grade open-house tour days, with several hundred 8th graders coming from multiple districts. The school also started the 9th grade non-traditional pilot program with Mariner.

MIDDLE SCHOOLS: EXPLORER: The school held a Top Flight Awards Ceremony where 639 awards were presented to students for outstanding citizenship, leadership, scholarship, workmanship and acts of kindness. Other awards include students earning Eagle Feathers for showing positive Eagle behavior: resiliency, kindness, organization, respect, empathy and problem solving. This month, the Eagle Store opened so students could purchase items with their earned cards. The school also held a Parent University/Family Fun Night with a free dinner, free family portraits, cake walk, and fun activities that focused on math and science. On the topic of programs, Explorer will be transitioning from the Make Your Day program to Positive Behavior Intervention System next year. A committee was formed to evaluate, get input, and create a smooth transition. ... **HARBOUR POINTE**: The school was selected as a WE School. WE is a movement that empowers people to change the world and WE schools are selected based on service learning, making a positive impact through volunteering, fundraising or raising awareness around causes that matter. Through educational resources and service campaigns, students further their curricular learning and

develop the life skills for success. Students at Harbour Pointe are stepping up and making a difference in their neighborhood, school and the world. Leadership students attended the WE Day event at Key Arena in Seattle, where world-renowned speakers, A-list performers, and tens of thousands of youth celebrated a year of action that transformed communities and changed lives. Russell Wilson, Pete Carroll, Doug Baldwin, Lily Collins, Allen Stone, Buzz Aldrin, Sue Bird, Skai Jackson, and many others were at the event speaking to the students. ... **OLYMPIC VIEW:** Staff made a decision regarding who would occupy the wing of classrooms in the new building. Three teams put in proposals, staff voted on which factors were the highest priority, and in the end, a decision was made to move the 8th grade block team to the new wing. They have a renewed focus on collaboration. This decision created a domino effect that allowed other teachers to finally get their three grade-level block teams near each other in the same hallways. The staff is excited about the move and the impact this will have on collaboration. ... **VOYAGER:** The month began with the Eastside band festival. Madres Latinas continued to meet with their monthly meetings. The PTO had their Board meeting. The school ended the month with three awards assemblies honoring students for academic accomplishments for the second trimester.

EXTENDED FIELD TRIPS: **KAMIAK: Girls Golf** – Five students traveled via District van to Suncadia Resort in Cle Elum on April 24 to compete in a tournament. One day of school was missed. ... **Boys and Girls Golf** – Twelve students traveled via District van to MeadowWood Golf Course in Liberty Lake, WA, on May 21 to compete in the State golf tournament. Three days of school were missed. ... **Boys Soccer** – Twenty students traveled by bus to Sparks Stadium in Puyallup on May 25 to compete in the State tournament. One and a half days of school were missed. ... **Girls Tennis** – Qualified students traveled via District van to Richland on May 25 to compete in the State tournament. One and a half days of school was missed. ... **Track and Field** – About 25 students (all who qualify) traveled via District vans to Tacoma on May 25 to compete in the State tournament. One and a half days of school were missed. ... **Boys Baseball** – Fourteen students traveled by bus to Safeco Field in Seattle on May 25 to compete in the State tournament. One and a half days of school were missed. ... **Girls Fast Pitch/Softball** – Fourteen students traveled by bus to Merkel Sports complex in Spokane on May 25 to compete in the State tournament. One and a half days of school were missed.

SUPPORT SERVICES

CAPITAL PROJECTS: **LAKE STICKNEY:** Staff members continue to troubleshoot HVAC design issues. After considerable evaluation, the geothermal pumps will be replaced with properly sized pumps. Progress has been made abating excess air handling noise in some classrooms. The punch list is 98% complete. Electrical is still working through some final issues with labeling and theater lights and the concrete finish on some stairs has been satisfactorily refinished. The architects and engineers are performing a final review of the operation and maintenance manuals for the project. Warranty items are primarily related to door hardware and furniture. Additional work this summer will include modifications to some stairs, options for a platform at the flagpole, a plywood wainscot at the chair storage,

fencing revisions at the playground, and implementation of recommended acoustic improvements at the shared learning spaces, the multi-purpose room, and the music room. ... **PATHFINDER KINDERGARTEN CENTER:** Major accomplishments during April included completing the installation of the radiant floor tubes, pouring concrete floors, installing the cap sheet at roofs over classroom areas, and completing dry-in over the mechanical roofs and outdoor play areas. Exterior work includes wrapping the building with orange air barrier sheets, laying up brick masonry, installing aluminum storefront perimeter framing and glazing, and the setting of Filterra storm drainage vaults. Interior work includes wood framing, drywall on walls, painting and tiling the toilet rooms, installing hollow metal frames for windows and doors, plumbing rough-in, sprinkler piping, high-voltage electrical wiring, installing light fixtures, and low-voltage cabling. The grinding of concrete floors is well underway and installing casework has begun. ... **MARINER GIRLS LOCKER ROOM:** Three design schemes were discussed at the second meeting of the project. Revisions will be presented at the next meeting in May. ... **SECURITY:** Interviews for elementary security improvements began in April. ... **FISCAL:** The department advertised for the small-works roster and the professional-services roster. Roster spreadsheets have been improved to automatically generate notifications if an application is in its last year of validity, expiring within 90 days, or if it has expired. ... **GENERAL:** Weekly roundtable meetings continue with the entire team managing capital bond and levy projects. Coordination with Technology Services occurs biweekly.

FACILITIES: BOND PROJECTS: *Discovery* – Ceramic tile is being set in the restrooms, the sheetrock installation and HVAC ductwork connections were completed in the gym, and the gym ceiling was prepped for paint. In the kitchen, the exhaust hoods were installed, the walk-in refrigerator and freezer were installed, and the fiber-resistant panel was installed on the walls. ... *Olympic View* – Site prep began with the digging of several of the required water detention ponds. Installation of the exterior insulated wall panels was completed and installation of external wood trim is underway. The music storage casework is complete, the electrician is completing the classroom lighting, the ceiling is being completed, floorcoverings have been installed in selected areas, ceramic tile is being installed in the locker rooms and restrooms, and in the classroom wing casework has been installed and the electrician is currently installing classroom lights. Painting continues throughout the project. Furniture and equipment are on order. ... **CAPITAL LEVY:** Our civil engineering firm continues to work on several parking lot reconfigurations and improvements for this summer. A two-classroom portable was delivered over Spring Break at Explorer and the permit was submitted to the City of Everett for the ACES science/math portable. ... **MAINTENANCE AND GROUNDS:** During Spring Break, the Challenger multipurpose room sound system was replaced, fencing was added at Serene Lake, and staff members worked to coordinate the cleanup of an encampment at Horizon. Grounds removed and replaced timbers and woodchips on the playground and removed old planter boxes from the atriums at Picnic Point and completed the maintenance of the middle school tracks and fields. ... The month's preventive maintenance included the annual fire alarm testing at Kamiak and Fairmount, backflow device testing, exterior bleacher inspections, interior bleacher inspection in the gym at Harbour Pointe, and servicing padlocks on all District gates. HVAC filters changes were completed at Columbia, Endeavour, and Kamiak. ... Maintenance and

Grounds responded to 436 work orders during the month; 79 electrical,, 15 safety/security, 65 plumbing, 85 doors and locks, 78 HVAC, 39 carpentry, 9 Nutrition Services, 12 painting, and 54 grounds. ... **CUSTODIAL:** Changing the paper-towel vendor resulted in a cost savings of 34%. Additional savings are being evaluated for the 2017-18 school year. In preparation for summer surplus, Warehouse services cleaned and organized warehouse space at the DSSC, the Teaching and Learning Center, and the Firehouse at Olympic View.

PUBLICATION SERVICES: PRODUCTION: The largest print order was the elementary math curriculum. Other significant orders were the elementary reading curriculum, lunch menus, and high school geometry packets. Summer order forms were distributed to the schools. ... A new computer was added to the copy room. From this computer, the operator is able to direct print traffic to three of the four production machines simultaneously. The operator is also able to quickly assess and resolve machine problems, increasing production up time.

TRANSPORTATION AND SAFETY: PLANNING FOR FULL-DAY KINDERGARTEN: The department is putting a heightened focus on building relationships with incoming kindergarten families to encourage them to use school transportation. Efforts so far include scheduling a short transportation presentation at kindergarten orientations and developing a handout describing the safety benefits of using school transportation, including the screening and training that bus drivers receive. Staff will also take this opportunity to recruit parents to consider becoming drivers themselves. ... **SPRING BREAK:** Eleven drivers worked over Spring Break to transport McKinney-Vento students to schools on different schedules. ... **ROUTING:** The Transportation Coordinator created the routing database for next year and the routers have begun analyzing existing elementary basic education routes to identify changes in capacity, which might result in route changes. Secondary special education student placement is complete early this year and routing has begun for these students. The department has been working with registrars to improve the information sent to families for summer school routes. ... **SHOP:** Safety and knowledge are key components to the shop's operations. Although, it can be time consuming, the belief and practice that safety is not an option can actually create efficiencies. Each mechanic has completed 17 training modules through SafeSchools on shop-related topics and manufacturer's training on the proper inspection and repair of wheelchair securement equipment. ... **SAFETY:** On occasion, staff members are faced with the challenge of addressing people who are trespassing on school property. Several schools have noticed an increase of tent encampments on our sites and illegal and dangerous activities have been observed. The Safety Specialist collaborated with the Everett Police Department to develop guidance for staff to use in addressing these events in a safe manner and how to document occurrences to support the police department in issuing no-trespass orders to repeat offenders.

BUSINESS SERVICES

BUSINESS OFFICE: FINANCE: The State Auditors have completed their work and the exit conference was scheduled for May 22. Continuation of the inventory process is on-going.

Work on the budget for the FY17.18 school year has continued. ... **PAYROLL:** Payroll staff completed the IRS Form 941 quarterly reports and unemployment quarterly reports, along with annual sub dues. The Benefit Committee reviewed the changes for the next fiscal year. Another meeting is set in May once rate quotes are received.

NUTRITION SERVICES: The rate of free and reduced stayed at 48%. The fresh fruit and vegetable program at Horizon continued. This month, students were offered mango spears, asparagus, and lemon wedges. ... The Future Chef competition was held with 18 students from six elementary schools participating. The theme was healthy comfort food. ... The Seattle Mariners baseball opening day was celebrated with a baseball card for each school lunch and a mini chocolate baseball. Super Heroes were also celebrated at the elementary schools, with Hulk smash potatoes, Wonder Woman waffles, Batman burritos, Spiderman spaghetti, and Captain America corn dogs. The diverse menu offerings have continued with handmade beef taquito at the high school with homemade salsa.

TECHNOLOGY

TECHNOLOGY SERVICES: The Student Information System (SIS) Committee officially voted to recommend a new SIS. Staff members began work to develop service level agreements to better support staff. Staff members also attended a FEMA cybersecurity training.

TECHNOLOGY OPERATIONS: Staff completed research on several applications, such as identity management, printer support, and time keeping product updates that are planned for this summer. Staff will work to get the summer projects scheduled. Request for Proposals (RFPs) were posted for eRate-eligible telecom and cabling projects for competitive bidding. Staff worked with Capital Projects on several construction projects with regard to specifying equipment and installation services on projects that will be completed this coming summer. Support was planned for the Smarter Balanced Assessment (SBA) testing for the device and Internet connection configuration. Staff planned for and ordered new devices for elementary computer labs to be installed this summer.

TECHNOLOGY INTEGRATION: The Computer Repair Technician job description was updated and retitled to Service Technician. Service technicians completed the high school docking installations and distribution of the additional computers District-wide. The educational technology team provided professional development for teachers, including Office 365, cloud-based sharing, Safari Montage, and using Office Mix as a tool for assessment, differentiation, and simulation. In addition, training was provided for parents in setting up emails, translation applications, and provided technology resources.

HUMAN RESOURCES

STAFFING: A total of 31 certificated positions were posted for in-District transfers during April. These requests were processed and finalized. The department hired a total of 22 new certificated staff members for the 2017-18 school year during the month. Hiring continued for summer school positions. Staff also posted seven classified jobs, eight extra-curricular positions, and two classified summer school positions. Student internship requests were being processed for the 2017-18 school year. ... The Personnel Coordinators continued their work on the 2017-18 staff lists and budget. The Classified Personnel Coordinator primarily focused on classified employee needs for Pathfinder Kindergarten Center and provided an orientation for seven newly-hired staff. The Certificated Personnel Coordinator processed staffing information for the Civil Rights data collection conducted by the US Department of Education. ... **RECRUITING:** Department administrators attended teacher career fairs at Seattle Pacific University (SPU) and at the University of Texas in Austin, Texas. Three special education teachers and one elementary teacher were offered positions for the 2017-18 school year at the University of Texas event and two elementary teachers at SPU. ... **CONTRACT NEGOTIATIONS:** Department administrators are preparing for Mukilteo Educational Services Personnel (MESP) and Mukilteo Association of Classified Personnel (MACP) negotiations with meetings set in May to begin the bargaining process. ... **EVALUATIONS:** A department administrator and the Director of Transportation and Safety attended the Washington Association for Pupil Transportation (WAPT) regional meeting to give a presentation on the topic of employee performance evaluations.

TRAINING: Two staff members attended the Washington Schools Personnel Association HELP session training on job descriptions and worker's compensation claims.

COMMUNICATIONS

INTERNET SITE: STATISTICS: A total of 207,390 sessions were held on the District website during the month, which represents a 15.5 percent increase over the same period the year before. There were a total of more than 400,000 page views, which means visitors looked at an average of 2.02 pages per session. The average session lasted 2 minutes and 31 seconds.

PUBLIC INFORMATION: LISTSERV: Three messages were sent to subscribers during the month, two reports of School Board meetings and one issue of *School District News*. ... **PUBLICATIONS:** The list of holidays and religious observances for the 2017-18 school year was completed. The copy for the 2017-18 *Parent Handbook* was prepared and distributed for review.