

MUKILTEO SCHOOL DISTRICT

MONTHLY REPORT

January 2017

ELEMENTARY EDUCATION

ACTIVITIES: **CHALLENGER:** The school hosted its first literacy night of the school year with the goal of helping parents learn about ways to support their children to increase the comprehension of what they are reading. Overall, the turnout was great with an increase in the number of parents participating from the previous year's events. Students were especially glad to leave the event with a new book to read. The Seattle Children's Research Institute offered an all-day science class to 5th graders. The students studied "Sense, Think and Move." ... **COLUMBIA:** Teachers participated in professional development focused on technology to support student learning. Students learned about the contributions of Martin Luther King, Jr. and 3rd grade students participated in a Martin Luther King, Jr. music presentation for the school and for parents in the evening. Students focused on acts of kindness as they participated in the National Great Kindness Challenge with support from the Mukilteo mayor, firemen, police, parents, and School Board members. ... **DISCOVERY:** The school had a quick start to 2017. The PTO worked with the staff to plan family events for the spring that will include movie nights, year-end carnival, and other events that involve the school collaborating with families to empower learning. Staff continued their work with consultant Caprice Hollins on cultural competence. She is scheduled to work with school staff two more times this school year. ... **ENDEAVOUR:** First grade students visited the Imagine Children's Museum in Everett. A six-week after-school Science, Technology, Engineering and Math (STEM) class was kicked off for 4th and 5th grade students in conjunction with the PTA and volunteers from Boeing. Band students and the combined Endeavour and Columbia orchestra students put on a concert to showcase the skills they have been working on. The PTA hosted a free family movie night. ... **FAIRMOUNT:** The school welcomed the new year with two classrooms hosting the instructional specialists and the Center for the Collaborative Classroom (CCC) coaches for a CCC program lesson study. The school's aspiring band and orchestra students put on a concert with Horizon's music students. Meanwhile, the PTSA was busy hosting a free family movie night. ... **HORIZON:** On behalf of the US Forest Service and Every Kid in the Park program, Horizon 4th graders went snowshoeing in Verlot. Forest Service staff delivered a 45-minute, in-classroom presentation to introduce winter ecology (importance of the snowpack, types of vegetation, and animals that live in the snowpack, etc.) and recreating safely in winter conditions (what to wear, etc.). In addition, the Every Kid in the Park program provided passes for every student to access the park system. ... **LAKE STICKNEY:** Second, 3rd and 4th grade students

have been piloting the Keyboarding Without Tears program to support their use of computers. Third grade students have been getting their hands dirty when learning all about earth materials and how to identify them. This work has been connected to literacy with students researching different topics related to earth materials. Staff continued their work to lead students to a growth mindset for learning by focusing on optimism, persistence, flexibility, resilience and empathy. ... **MUKILTEO**: The school successfully completed square dance week with a family square dancing event. Mayor Jennifer Gregerson visited the school and was impressed with the student leadership. The school is preparing for its Leadership Day in March. ... **ODYSSEY**: Math teacher leaders provided professional development focused on the effective implementation of the elementary mathematics curriculum, while specialists participated in collaborative planning of character education and social skills training. Children's book author Kelly Jones met with 4th and 5th graders via Skype to inspire them as readers and writers. Students learned about contributions of diverse leaders, including Dr. Martin Luther King, Jr., through an engaging game show format. The school hosted a site visit for a team from Edmonds that wanted to learn more about the school's systems for collaboration, student support, and strong academic growth and achievement. A record number of parents, students, and community members attended the school's Art and Heritage Fair. ... **OLIVIA PARK**: Teachers familiarized themselves with a new reading assessment called the Benchmark Assessment System, which provides diagnostic information to support teachers when planning for instruction. The school inducted 37 new self-managers, who were excited to see many family and friends attend the celebration. Olivia Park is participating in the National Kindness Challenge. ... **PICNIC POINT**: An all-school assembly was held in early January to review school-wide expectations and rules to help with positive behavior and consistency for all. The 5th grade leadership students helped to model the desired behaviors. The principal hosted two coffee talks for families to share thoughts and ideas on ways to improve parent involvement. Boeing is providing six weeks of after-school STEM classes for 4th and 5th graders. ... **SERENE LAKE**: Students reviewed school expectations and celebrated students and classrooms who have achieved goals demonstrating the Otter Way. Fifth graders enhanced their learning with a visit from the Everett Water District. Thanks to the PTSA, the entire school enjoyed learning about Native American culture and the environment from Ronn Wilson, while 3rd graders participated in additional activities that supported the curriculum.

SECONDARY EDUCATION

HIGH SCHOOLS: **ACES**: The school's new career specialist started this month and is working with numerous students and scheduling college visits and field trips. Several students attended a presentation from Sno-Isle Skills Center providing program information needed for their applications for next school year. ... Teachers collaborated on preparation for the third-year review of accreditation, which will take place in February. The leadership team met with Bob Estes from the ESD regarding preparation for the accreditation review. ...

CAREER AND TECHNICAL EDUCATION: The Mariner sports medicine program collaborated with the Voyager PE program. The Mariner students designed a circuit-training program and

then worked out with the Voyager students. Students in the Microsoft IT Academy course at Kamiak, Mariner and ACES earned numerous industry certificates in Word, OneNote, and PowerPoint, increasing their skills and employability in these sought-after software programs. The DECA regional competition took place at the Lynnwood Convention Center. Many of the Kamiak and Mariner students qualified for the State competition in March. ... **KAMIAK:** The school community hosted nine Australian students and one teacher for a 10-day cultural visit. The Martin Luther King, Jr. assembly hosted special guest speaker Mukilteo Police Officer Myron Travis. Debate Club hosted 19 other schools for a weekend tournament. Mariner was our guest in the first ever Mukilteo Unified Basketball game where everyone left a winner. ... **MARINER:** This month's theme was "Unity." The school celebrated and honored its diverse population during Multi-Culture Week. Each day during the week, leadership students created decorations, activities and information highlighting a different culture. In addition, Nutrition Services did an excellent job providing ethnic lunches on each of the days. The week also included the annual Martin Luther King, Jr. assembly where students displayed a wide range of talents, including singing, dancing and spoken word. The month also included the annual Stinky Shoe activities with Kamiak. Student participation was the most important theme in this year's version of Stinky Shoe. ... **SNO-ISLE SKILLS CENTER:** January activities included a CorePlus Aerospace Manufacturing Training for all CorePlus teachers State-wide. Sponsored by Boeing, the two-day professional development workshop was taught by Ghafoor Siddique (Sno-Isle's aerospace teacher) and many of his students.

MIDDLE SCHOOLS: **EXPLORER:** The school enjoyed a spirited Martin Luther King, Jr. assembly that was led by Mariner students. During a Top Flight Awards Ceremony, over 400 students were recognized for their effort in areas of leadership, scholarship, workmanship, citizenship and kindness. The school's second Parent University of the year was held with a focus on literacy. ... **HARBOUR POINTE:** The school held a canned food drive and all students had the opportunity to bring in food that would ultimately go to the Mukilteo Food Bank. Students brought in over 1,900 items. The leadership students sorted and boxed all the items. Students also coordinated with food bank representatives for the items to be picked up. ... **OLYMPIC VIEW:** Staff members began their work around race, equity and micro-aggressions. The school also held its first ever Casino Road Parent Night, where families from the Casino Road area were invited to hear about what is currently going on at the school and to ask any questions they may have. Families were provided dinner and babysitting for this event. ... **VOYAGER:** Parents were invited to spend time in classrooms and Madres Latinas continued to meet. The month included a number of assemblies, including academic awards, a Martin Luther King, Jr. celebration that was presented by Mariner students, and a visit by performer Mary Lambert, a former Voyager and Mariner student. Choir and ukulele students visited Discovery and Picnic Point to participate in their Martin Luther King, Jr. assemblies.

EXTENDED FIELD TRIPS: **KAMIAK:** *Boys and Girls Wrestling* – Qualified varsity wrestling students traveled via school vans to the Tacoma Dome on February 16 to compete in the State wrestling competitions. One and a half days of school were missed. ... **Boys Swim and**

Dive – Sixteen students traveled via school vans to Federal Way on February 16 to compete in the State swim and dive competitions. One and a half days of school were missed. ...

MARINER: Boys Swim and Dive – Eight students traveled via school vans to Federal Way on February 17 to compete in the State swim and dive competitions. A half day of school was missed. ...

Music – Four students traveled to Bellevue via private vehicle on February 17 to participate in the 2017 Washington Music Educators Association (WMEA) All-State High School music competition. A half day of school was missed. ...

Boys and Girls Wrestling – Six students traveled via school van to the Tacoma Dome on February 16 to compete in the State wrestling competitions. One and a half days of school were missed.

TEACHING AND LEARNING

CURRICULUM AND PROFESSIONAL DEVELOPMENT: TRAINING: The department collaboratively planned for the 34 sessions to be offered to more than 900 teachers on the February Waiver Day. Feedback surveys were utilized to determine implementation and needed support for SpringBoard, Collaborative Classroom, and Big Ideas to be administered on the Waiver Day. The department also provided a SpringBoard administrator workshop for all secondary administrators and coaches, a Collaborative Classroom program lesson study for all elementary administrators at Mukilteo and Discovery elementary schools and for all elementary instructional specialists at Fairmount, and offered after-school modules on SpringBoard Digital, Collaborative Classroom Assessment Preparation Guides, CCC Using Mastery Tests to Plan Instruction, Big Ideas Collaboration, New Teacher Roundtable on Technology, and Next Gen Science Standards 101 for Elementary Teachers. ... **CURRICULUM:** The department finalized the health screening tool and began the process of reviewing potential curriculum resources. ... **COMMITTEES:** Agreement was reached with Algebra 1, 2, and Geometry committees on the high school vision for math learning and teaching. Big ideas and topics were mapped out for each of the three new science courses aligned with the Next Generation Science Standards: Physics of the Universe, Biology of the Living Earth, and Chemistry of the Earth.

SPECIAL EDUCATION: RESOURCE TEACHERS: The elementary resource teachers met for their monthly meeting and discussed using grade-level Collaborative Classroom reading curriculum with students who access special education services.

ASSESSMENT AND PROGRAM EVALUATION: HIGHLY CAPABLE: Staff set up test administration tasks needed to identify and test new students and kindergarteners for highly capable services (Summit, LEAP) using the STAR and CogAT assessments. Parents were notified of STAR and CogAT results and staff responded to parent questions. ... **END-OF-COURSE EXAMS:** Staff supervised and supported high schools during the administration of the End-of-Course exams and shipped completed materials for scoring. ... **OTHER ASSESSMENTS:** School test coordinators were trained about the administration of the English Language Proficiency Exam, test materials were distributed, and student files were prepared for schools giving the National Assessment of Education Progress (NAEP). The schools included Voyager,

Explorer, Harbour Pointe, Olympic View, and Discovery. ... **KINDERGARTEN:** The results of the Washington Kindergarten Inventory of Developing Skills were analyzed for our all-day kindergarten schools. ... **SPECIAL EDUCATION:** Staff worked with the technology and special education departments to ensure accurate reporting of special education students to the State.

CATEGORICAL PROGRAMS: **TRAINING:** Instructional specialists participated in professional development opportunities such as Collaborative Classroom modeling and program lesson study, coaching training, and intervention process review and feedback. ... Guided Language Acquisition Design (GLAD) refresher trainings were provided to more than 50 teachers. ... **ENGLISH LANGUAGE LEARNERS (ELL):** ELL staff participated in meetings to review the upcoming annual assessment and in how to align elementary and secondary English/language arts materials with their support lessons.

SUPPORT SERVICES

CAPITAL PROJECTS: **LAKE STICKNEY:** The committee selecting art for Lake Stickney through the Washington State Arts Commission, Art in Public Places, met and viewed the work of 55 nation-wide artists that were pre-selected by the commission. The group chose 12 artists for in-depth review at their next meeting. ... Punch list work continues. Some of the work that remains includes resolving mechanical system noise that exceeds Health District requirements, painting the trash enclosure in the utility yard, installing panic hardware on the gates of the exterior fencing, minor interior touch-up painting, theater lighting in the multi-purpose room, repair of the upper parking lot lighting, and removal of remaining construction items. Some warranty work also continues. ... **KINDERGARTEN CENTER:** Construction continues to be on schedule for substantial completion by the end of July. Major accomplishments during the month include final roofing on wings A and B, parapet and overhang construction, installation of roof-mounted air handler units on wing B, completion of the first floor exterior sheathing, installation of temporary plastic sheeting windows, beginning the installation of the brick veneer, trenching and installation of the remaining conduit for primary electrical power and fiber, installation of drywall and doors at the mechanical room, and the installation of the remaining two sets of stairs. Interior framing, plumbing, sprinkler piping, high-voltage electrical wiring, low-voltage conduit, and ductwork continue. ... The subcontractor continues to inspect concrete, steel, shear-wall framing, and floor sheathing and all are acceptable. Cornerstone continues to inspect the building envelope and Geoengineering is performing compaction testing of utility trenches and building footings. ... **SECURITY:** The Capital Projects team determined that job order contracting seems like a good fit for the implementation of security features at the elementary schools because the work will involve several trades, multiple stakeholders, and requires an in-depth understanding of various existing conditions.

FACILITIES: **BOND PROJECTS:** ***Discovery:*** Roofing and air barrier installation are complete and back framing continues. The veneer is complete on the exterior walls and hardy panel

installation is complete. Interior sheathing has begun and plumbing and electrical rough in continues. HVAC units are in place. The hill slide on the playground is complete and ready for use and a plan to add additional playground equipment once the construction is completed was shared with PTO volunteers and the principal. ... **Olympic View:** Brick installation continues on the exterior walls. Roof panels were installed in the music wing and temporary heat is in place to dry out the space. Plumbing, electrical and fire sprinkler rough-ins continue and sheet rock installation is ongoing. Ductwork installation continues. Flashing and roof shimming are underway in the gym wing. Locker rooms are framed in and plumbing and electrical rough in are nearing completion. The classroom wing is framed and roof sheathing is complete. Discussions began with staff for the selection of furniture and equipment for the new spaces. ... **MAINTENANCE AND GROUNDS:** Maintenance staff received low-voltage lighting controls training at Lake Stickney. Grounds removed dead trees at Mukilteo Elementary and Voyager and responded to several icy calls during a cold snap early in the month. The month's preventive maintenance included the District-wide, quarterly elevator inspections, testing of the closed boiler loop chemicals, and bleacher inspection at Olympic View. Staff members completed filter replacements at Picnic Point, Oliva Park, Harbour Pointe, and the annex. Maintenance and Grounds responded to 425 work orders during the month: 84 electrical, 18 safety/security, 52 plumbing, 78 doors and locks, 76 HVAC, 47 carpentry, 9 nutrition services, 13 painting, 7 building envelope, and 41 grounds. ... **CUSTODIAL OPERATIONS:** Warehouse services recycled several pallets of used electronics and light bulbs and continued to move surplus furniture throughout the District. Weight equipment from Olympic View was moved and reassembled at Voyager and Explorer.

PUBLICATION SERVICES: PRODUCTION: The largest orders this month were elementary math curriculum, elementary reading curriculum, and special education Safeguard booklets that are printed in 12 languages. ... **PAPER ORDERS:** To stock the shelves, the department purchased 958,000 sheets of 48 different types of paper at a cost of just under \$10,000. About 600,000 of the sheets were standard white 20# copy paper.

TRANSPORTATION: ANNUAL INSPECTION: The Washington State Patrol conducted its annual surprise fleet inspection. They randomly-selected 25% of the fleet for inspection and of those 29 buses, only one was out of service. A driver inadvertently left an aerosol can with cleaner on the bus. With the can removed, the bus was back in service. ... **WEATHER:** The weather continued to create challenges for the department. On several days, drivers needed an extra five minutes to thaw out buses before they could leave the lot. Drivers have to maintain the highest level of defensive driving in these icy conditions and still, there were icy spots where it was too dangerous to drive. In that case, dispatch calls families and directs them to alternate pick up spots, all in a short period of time. ... **FUNDING:** The winter funding report was completed and submitted to OSPI. The report includes an update on out-of-district destinations, student head count, and estimated car mileage. ... **STAFFING:** Retirements and long-term leaves reduced the substitute driver pool in January. The department hired four substitute drivers as contracted drivers to fill vacancies. The transportation coordinator has been running back to back training classes to keep up with

the demand for new drivers. ... **SAFETY TRAININGS:** The transportation coordinator provided training for CBTC and Mariner staff on defensive driving and the proper use of wheelchair vans. The safety specialist conducted training for all shop personnel on the safe use of the scissor lift. Training was also provided at Voyager and Lake Stickney on the proper use of the evac+chair, a tool for evacuating mobility-impaired staff and students from the upper floors of the building in case of an emergency.

BUSINESS SERVICES

BUSINESS OFFICE: **ACCOUNTING:** Staff began the preliminary work on personnel data to establish the roll-ahead costs of current programs and staffing. Human Resources began updating the files to reflect changes since the budget was adopted. Work has begun with the program managers to establish projected categorical program enrollments and estimated revenue collections. This is the beginning phase of the 2017-18 general fund budget. The staff has worked with Dr. Les Kendrick to establish enrollment projections for next school year, as well. The 1099s were completed and mailed out to vendors by the January 31 deadline. ... **PAYROLL AND BENEFITS:** The department sent out W-2 forms and also distributed sick leave buy-back, that will be paid in February to eligible employees. Quarterly taxes were filed and paid, and life insurance rates were adjusted and tax rates were updated. Information about 403(B) Roth was set up and announced to staff. Stipends to Mukilteo Association of Classified Personnel members were paid per the collective bargaining agreement.

NUTRITION SERVICES: **BUDGET:** The number of students on free/reduced meals has increased from 45% to 48% since the last report. ... **PROMOTIONS:** The fresh fruit and vegetable program at Horizon provided students with jicama sticks, red bell peppers, celery sticks, and parsnip sticks. Four national days were celebrated: strawberry ice cream day, popcorn day, peanut butter and jelly day (sun butter was used), and also Chinese New Year, where ice cream was served. Meal counts increased by over 200 for each day celebrated. Several new items will be rolling out in the next couple of months: fish tacos, gyros, and calzones. Four gallons of fresh-made salsa are continuing to be provided each day to the secondary schools.

TECHNOLOGY

ACTIVITIES: **TECHNOLOGY SERVICES:** The Student Information System (SIS) committee selected two finalists to replace Aspen. A second cohort of staff members finished their training for the Information Technology Infrastructure Library (ITIL) and will take the exam before March 15. ... **TECHNOLOGY OPERATIONS:** Staff members began collaboration with capital projects staff concerning the equipment needed this spring and summer. Dell laptops have been received and will begin being delivered in carts to elementary schools. The technical specifications of two SIS systems are being evaluated. Staff completed testing of the

temporary WESPaC site that will migrate to the Northwest Regional Data Center at the end of February. ... **TECHNOLOGY INTEGRATION:** Staff provided classes for staff on productivity tools and student engagement strategies, professional development for high school teachers using technology tools such as Google Forms, collaboration tools, Surface tips, and OneNote. Staff implemented a keyboarding pilot for students in kindergarten through 4th grade at Lake Stickney and Odyssey elementary schools.

COMMUNICATIONS

PUBLIC INFORMATION: **INTERNET SITE:** There were a total of 246,096 sessions on the School District's website during the month, which represented a 12.5 percent increase over the same period the year before. The average visitor looked at 2.1 pages during their session and stayed on the page an average of 2 minutes and 42 seconds. ... **LISTSERV:** Four messages were sent to Listserv subscribers during the month: two issues of *School District News* and two reports of School Board meetings.