Article I: Name
The name of this task force is the International Schools / Dual Language Immersion Task Force (hereafter referred to as “task force”).

Article II: Purpose
The primary purpose of the International Schools / Dual Language Immersion Task Force is to prepare a report to the Superintendent of Schools regarding the impacts, risks and benefits for sustaining and expanding Seattle’s International School and Dual Language Immersion programs. The Superintendent will use this report, along with other important data, to make recommendations to the School Board for potential changes in the 2017-18 and 2018-2019 school years. The report should include:

A. Analysis of pathways for Dual Language Immersion students, including recommendations about completing pathways in the SE and SW as well as additional pathways in other regions

B. Assignment plan models for International Schools – geozone vs. neighborhood, and equity issues in relation to class size due to attrition in grades 2-8, as well as effective approaches to outreach to populations who could benefit from the program

C. Program models within Dual Language Immersion programs, including number of languages taught per school, content taught in the partner language, language of initial literacy

D. Resources required for maintaining and expanding Seattle’s International Schools, including the hiring of qualified bilingual teachers and instructional assistants in the Immersion classrooms and acquisition of appropriate curricular materials in immersion languages, and professional development of all teachers on teaching a globalized curriculum

Article III: Membership

Section 1
Task force members from Seattle Public Schools will include:

1. Task Force Chair, International Education Administrator: Michele Anciaux Aoki
2. Director of ELL and International Programs: Michelle Ota
3. CAI Representative: Kyle Kinoshita
4. EDS Representative: Kelly Aramaki
5. PASS representative (secondary): Jeff Clark, Denny International Middle School
International Schools / Dual Language Immersion
Task Force | Charter

6. PASS representative (elementary): Norma Zavala, Concord International School

7. International Schools Leadership Team Lead: Noah Zeichner (Ingraham Intl HS)

International Schools Staff:

9. Pedro Lopez-Chaves SW Chief Sealth Intl HS Spanish

Parent Members (from International Schools)

10. Angelica Medoza-De Lorenzo SW Denny Intl MS
11. Hem Nalini Morzaria-Luna NW John Stanford Intl School
12. Kate Koester NW McDonald Intl School
13. Lucie Campbell NW John Stanford Intl School, Hamilton Intl MS
14. Manuela Slye NW/SE John Stanford Intl School, Denny Intl MS
15. Sebrina Somers SE Beacon Hill Intl School

Task force members from the Community will include:

16. City of Seattle Office for Education Representative *(if available)*

17. UW Representative: UW Language Immersion Committee Chair *(if available)*

Community Members (not from International Schools)

Staff Support: International Schools Project Manager

- Communications: Thomas Redman and Casey Henry
- Media Operations: Stacy Howard

Section 2 – Appointment of Members
All members of the Task force shall be appointed by the Superintendent of Schools.

Section 3 – Length of Appointment/Service
The appointment to the task force will be for one year with monthly meetings unless specified otherwise. Additional meetings may be scheduled as needed to analyze community input, review...
operational issues, and finalize recommendations to the Superintendent. Minority report opinions from
task force members may also be included. The expectation is that the Task Force will complete its
work by March 2018.

Section 4 – Attendance Requirement
Members must attend any and all meetings of the task force, unless previously excused by a task
force chair, in order to participate in the recommendations made to the Superintendent of Schools.

Article IV: Responsibilities

Section 1 – General Responsibilities
The task force is a resource to the Superintendent of Schools specifically on International Education
and Dual Language Immersion. As such, the task force work is intended to generally be: 1) inquiring,
2) informing, 3) suggesting, 4) recommending, and 5) evaluating. Group norms will be established to
facilitate trust and authentic discussions. Task force members may be removed for repeated violations
of group norms.

Section 2 – Limitations
The task force members may not dictate or work outside of current School Board policy limitations.

Section 3 – Consensus Model Voting
When asked to provide a measure of task force opinion on specific topics, suggestions, or proposals
put before the task force, the members will use a voting methodology that shall identify the degree of
consensus for each topic using the metrics:

4 = strongly agree  2 = disagree
3 = agree           1 = strongly disagree

This model of voting will allow the Superintendent to understand if there is a divergence in opinion and
whether and how to seek additional information to inform district decisions, programming and
recommendations to the school community. Minority opinion reports from task force members to the
Superintendent will be allowed.
Article V: Roles of Task Force Members

Section 1. The Chair

A. Closely works with the District Leadership Team to plan each meeting and establish an agenda in time to notify the task force of the purpose of each meeting

B. Calls the meetings to order, maintains order, and sees that the meeting is properly adjourned
   a. Sees that minutes taken by SPS staff are taken
   b. Sees that business is ordered, considered and disposed of properly
   c. Serves as impartial, conscientious arbiters of discussion and debate, and insists on the fairness in the action and debate of the members

Section 2 – Task Force Members

a. Acts as a task force member according to established procedures by making suggestions and providing input representative of the views of parents, citizens, and community organizations of the school community

b. Participates regularly in task force meetings

c. Becomes knowledgeable about the research, operational issues, including trends and issues that may impact recommendations as it relates to disproportionality and issues across the entire school district

d. Acts as a resource person for the task force.

Section 3 – Staff Support Members

a. Supports task force work

b. Acts as a resource person for task force by making available specialized information about the schools, educational programs, innovative ideas, and available resources

c. Assists in identifying community resources which can aid in supporting recommendation process

d. Serves as a communication link between task force, administration and staff of the internal school community
Article VII: Task Forces

Section 1 – Sub-group work
The task force may create from time-to-time sub-groups necessary to carry out specific work of the task force. These sub-groups should be task-specific and have a limited duration of existence.

Section 2 – Size and Selection of Sub-Group Members
Sub-task forces shall be restricted in size to between three (3) and five (5) current members in order to expedite the task(s) at hand. Sub-group members will be sought from the regular task force membership and shall be appointed by the chair of the task force or the Superintendent of Schools.

Article VIII: Meetings

Section 1 – Schedule of Meetings
The task force shall meet as often as necessary to perform its duties. The first meeting was held in May 2016. Current proposed schedule:

- January 11, 2018 5:30-7:00 pm at JSCEE
- February 20, 2018 5:30-7:00 pm at JSCEE
- Additional meetings as needed

Section 2 – Quorum Requirement
A quorum of regular members (i.e., 16 out of 30) must be present to conduct business which results in any form of formal recommendation by the task force. For those matters deemed ‘critical’ for which a quorum is not present, the chair of the task force shall have the authority to electronically poll all members not in attendance in a timely basis in order to assure that a more inclusive recommendation is accomplished.

Section 3 – Public Meetings
Meetings of the task force will be open to the public, but public input will not be taken. The chair may occasionally invite guests to speak as resources to the task force.

Web page:
http://www.seattleschools.org/academics/international_education/international_dual_language_task_force/

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