

Board Special Meeting  
**Curriculum & Instruction Policy Committee**  
June 12, 2017, 4:30pm  
Board Office Conference Room, John Stanford Center  
**2445 – 3<sup>rd</sup> Avenue South, Seattle WA 98134**



## Minutes

### Call to Order

This meeting was called to order at 4:16. Directors Burke and Geary were present. Director Harris arrived at 4:27pm.

The meeting was staffed by Associate Superintendent for Teaching & Learning Michael Tolley, Chief of Curriculum, Assessment and Instruction Kyle Kinoshita, Chief of Student Support Services Wyeth Jessee, School Operations Manager Sherri Kokx, Executive Director of Curriculum and Instruction Cashel Toner, Director of Career and College Readiness Dan Gallagher, Executive Director of Government Relations & Strategic Initiatives Erinn Bennett, Manager of Education and Housing Kathlyn Paananen, and Principals Jill Hudson and Ruth Medsker.

Dir. Burke requested to move special attention item two to the top of the agenda out of respect for the principals in attendance to present this evening. Director Geary moved to approve the agenda as amended. Director Burke seconded. This motion passed unanimously.

Dir. Burke asked about the meeting minutes from the May C&I Policy Committee, noting that he thought he requested a list of district wide assessments. Mr. Tolley noted that list comes with the Assessment Calendar informational item in August and did not recall a request at the last meeting.

Director Geary moved to approve the May 8, 2017 meeting minutes as published. Director Burke seconded. The meeting minutes passed unanimously. Michael Tolley noted that information regarding the assessment calendar will be shared with the Board via Friday Memo this week.

### High School Revisioning/24 Credit Update

Mr. Tolley introduced Principals Medsker and Hudson and acknowledged their leadership and their deep dive with principals on graduation requirements throughout the year. Ms. Medsker noted the state changing the graduation requirements and that currently Seattle Public Schools (SPS) is operating on a waiver of this requirement. She noted that the students entering High School next year would be the first students to need 24 credits to graduate. Ms. Medsker discussed a task force made up of instructional coaches, building staff, district leaders, principals and teachers and parents and students. Ms. Medsker noted the feedback, recommendations and example pathways as listed in the handout.

Director Harris arrived at 4:27pm.

Dir. Harris asked what socializing the recommendations means. Ms. Medsker noted how the information is shared to internalize the recommendations. Ms. Hudson noted getting students ready for the innovation era, not the manufacturing age of the past. She noted the profile of the graduate included in the packet, and the list of characteristics from the principals. Ms. Medsker noted that principals shared this with their communities. Mr. Tolley noted that this information is also being shared with staff, parents and the community to discuss the changes at the high school level. He noted that this could be  
Approved at the August 22, 2017 C&I Policy Committee Meeting

part of the foundational documents for the next strategic plan. Ms. Hudson noted a new high school and beyond tool that was launched this spring to help identify courses that students will take in high school, and noted other planning tools such as Schoology and the new Career & College Readiness tool. Dir. Burke asked how it works together. Ms. Medsker noted the connections between the planning tools with the state “high school and beyond tool” and the program that SPS will get.

Dir. Geary asked for 2x2s or a work session to spend some more time on this. Dir. Burke noted that it is a huge body of work and he prefers to have a work session on this foundational work. Mr. Tolley noted the work will continue over the next several years, and that school Board policies will need to be reviewed early next year and there will be a work session around that this fall.

Dir Harris asked for info on the feedback and asked if there is a community engagement plan. Dir. Burke expressed that we should be engaging outside stakeholders who will serve the graduates in the work places and colleges. Dir. Geary noted that the public is engaged and this is could potentially be a big issue and we need to be mindful of the process to educate city partners and find a way to keep them apprised of the work in process. Dr. Kinoshita noted this is one of the draft goals to be revisited in the next school year. Mr. Tolley noted that principals were trained on how to present to staff and communities and were asked to complete a survey online and provide feedback on the profile of a graduate. Each High School principal was required to complete those presentations by the end of the school year, and then compile the feedback to revise and take back to the community.

### **Board Action Reports (Discussion and/or Action)**

#### School Board Resolution 2016/17-17, Ethnic Studies

Dr. Kinoshita noted this is being reintroduced from the last meeting, where Directors asked for more input and noted the updates listed on the Board Action Report. Dir. Burke noted the changes and noted the gist is that we recognize the need to be directed by the Superintendent to implement a plan. Dir. Burke requested that this would be moved forward for consideration in order to change some language around community engagement, to be more collaborative. He noted the Board is consulting and involving the community, yet for the work product, that it needs to be further collaborative and the work product be done with a tier 3 mindset. Mr. Tolley asked if we are going forward with the intent to have that changed done before introduction. Dir. Harris asked who is working on the community engagement plan. Dir. Burke noted that is a part of the task force work. Dr. Kinoshita noted that is what the task force’s purpose is to engage the community.

**DECISION: Director Geary made a motion to move this item forward to the full Board with a recommendation for consideration. Director Burke seconded. This motion passed 2-1. Dir. Harris voted no.**

Dir. Geary is voting to move this forward for consideration, and understands that community engagement is important, but to keep good faith from the community that brought this forward, to show them our commitment and seriousness.

#### Adopting Policy No. 2080, Assessment

Mr. Tolley noted the work on this policy over the past several months, and noted reaching out to community stakeholders and also meeting with Directors. He noted the requests from the last committee meeting to meet with directors and staff to listen and incorporate the feedback. Mr. Tolley noted the legal and operational limitations within the policy in regards to the recommendations. He noted in the packet, a summary document that outlines the changes since last month’s committee meeting. Dr. Kinoshita introduced the feedback as listed in the packet, and read the additions to the policy.

Dir. Burke asked what is the definition of “all assessments for district wide use.” Dr. Kinoshita noted all buildings at a particular level, and provided an example of all second grade students take a reading assessment. As opposed to assessments used by one classroom or one school based on their choice. Mr. Jessee noted that the intent of this policy is to clean up what is being used at schools and to move farther away from building level assessments. Dir. Burke asked for clarify regarding bullet three of the Superintendent Procedure, regarding the scope of this policy being only district wide assessments. Mr. Tolley noted that this policy is for all assessments administered district wide. Dir. Burke asked that if it is free or a million dollars, they would go through this process. Mr. Tolley confirmed. Dir. Burke said that “district wide assessment” is not defined, and it is imperative that that scope and definition be included. Staff noted the request.

Dir. Harris asked if we have heard from the Seattle Education Association (SEA) and the SEA assessment committee. Dir. Burke noted conversations but it was not formal. Dr. Kinoshita noted that Megan Bale who did the work and feedback is no longer with the district and he noted the feedback and engagement that she received. Dir. Kinoshita noted the remainder of the edits to the policy and procedure as listed in the summary document. Mr. Tolley noted these were in response to the feedback from Board members between last committee meeting and leading up to this meeting. He noted that between now and introduction, they will make the clarifying language changes as requested. Dir. Geary asked that expected results be written in as part of the adoption process during selection. Staff noted the request.

**DECISION: Director Geary made a motion to move this item forward to the full Board with a recommendation for consideration, as amended. Director Harris seconded. This motion passed unanimously.**

Mr. Jessee noted that in review of these types of policies across the United States that this is the most comprehensive one that he has seen, and with putting too many internal procedural and legal limitations, he is concerned that we do not want to be in violation of our own policy due to operational limitations at the district.

#### Review and Approval of Career and Technical Education 2017 Annual Plan Per Policy No. 2170

Dan Gallagher provided an overview of the Board Action Report. He noted the changes since the last meeting and the request for 2x2 meetings with Directors for further review. Mr. Gallagher highlighted the changes and affirmed the timeline of the approval process and the progress report update timeline.

Dir. Burke asked for clarification on the table on page 7 and confirming the number of students in SPS versus the State. Mr. Gallagher noted that the state uses enrollments in Career and Technical Education (CTE) classes is proportional in the data in the table. Dir. Burke asked at the Skills Center, is there a percentage of skills center versus the state. Mr. Gallagher noted it is tricky to find the proportion of skills center enrollment to potential, and it is tricky to find the numbers across the state. He noted our enrollment is lower than the state.

Dir. Geary asked which district is pulling the average up, and to look at those districts or outliers to see what they are doing. Mr. Gallagher knows the districts with a good reputation and from conversations with other CTE directors in the state, but did not specifically look at the statistics. Dir. Harris noted the annual work session requires benchmarking. Mr. Gallagher asked the directors if they would like to see the benchmarking in this document or at the meeting. Dir. Geary noted she would like a paragraph to know what this document was created for, who is the intended audience and the intended results of the document. Mr. Gallagher noted the change to add the sentence on skills center enrollment, will add the

benchmarking to the document. Dir. Burke asked to weave in that this report is governed by policy and has other internal and external use. Mr. Gallagher recommends that the next report be presented in January, on its usual schedule. Dir. Harris noted that she does not see labor partners included in this report. Mr. Gallagher noted the work of the partners and the outreach and noted the request to add.

**DECISION: Director Geary made a motion to move this item forward to the full Board with a recommendation for consideration, as amended. Director Harris seconded. This motion passed unanimously.**

#### Annual Approval of Schools

Mr. Tolley noted the packet of information provided for this item. He noted the timeline with the summer schedule and also allowing the principals to finish and have the Continuous School Improvement Plans (C-SIPs) uploaded to the website and available to view. He noted the new process and to make them a more living document and to better align with the district and professional development (PD) calendar. Mr. Tolley noted they are usually approved in the late fall, but now the intent is to have them approved in late spring to align with PD planning, budget considerations and before the school year begins. He noted the new Development Manual to assist building leaders to comprehensively complete their C-SIP. He noted at the last two LLD's, principals were presenting and getting feedback on their plans to continue to improve quality of the plans.

Dir. Harris asked if there was a specific role for Executive Directors of Schools (EDSs) in this action report. Mr. Tolley noted that they ensure implementation of the C-SIP and showed where it is listed in the document. She asked where the accountability loop is for holding EDS's being held accountable. Dir. Burke noted page 10 of the development-planning document where it specifically states the EDS's role. Mr. Tolley noted that monitoring of the C-SIP process is part of the role of the EDS, and that is part of their job throughout the entire school year.

Dir. Geary noted that Multi-Tiered Systems of Supports (MTSS) does not have a succinct definition and she would like it written in to the document. Mr. Jessee noted that he has a link to add to the document. Dir. Burke noted the hot topic of this, and noted it is a huge volume of work. He noted this is a change and has not heard candid feedback at the school level. Dir. Geary noted that the timeline should be introduced next school year after the summer, so engage to the communities. Mr. Tolley noted the engagement and Building Leadership Team (BLT) work is happening now and has been throughout the spring. Dir. Geary asked to move the timeline to introduction July, and then Action in September. Mr. Tolley noted that the plans will move forward as approved by the BLT. The school Board approval process is to verify that the school plans exist. He noted contractual agreements with SEA, and the BLT approves C-SIPs.

**DECISION: Director Harris made a motion to move this item forward to the full Board with a recommendation for consideration, as amended. Director Geary seconded. This motion passed unanimously.**

#### Amendment No. 1 Contract No. RFP09615 Student Data Portal for School-Based Implementation of MTSS

Mr. Jessee provided an overview of this item, to amend the contract with School Data Solutions, as aligned with SMART Goal 1. He noted the field test with 15 schools at all three levels across the districts. Mr. Jessee noted previous presentations to the committee regarding this portal and noted the need to start this process immediately in order to transfer the data and processes. Mr. Jessee noted the alignment with the Superintendent SMART Goals for 2017-18, he discussed the alignment with the Academic Data Warehouse, in order to have a common platform for all teacher and staff to find

information about their students. Mr. Jessee noted the surveys from the field test, and included a summary of the outcomes, including position feedback

Dir. Harris noted concern that the data in homeroom becomes a permanent part of the student's record. Mr. Jessee noted that we already have access to the information she is referring to and that this system just puts all of the information that we have in one place. Dir. Harris noted that the feedback does not separate out and note where the data came from and for her to find a way to rate the data in a granular way. Mr. Jessee noted he will summarize the findings and will get some information out in a Friday Memo to the Board.

Dir. Geary noted the story piece, with knowing every students strength and need. She asked what is the story that people will get out of homeroom. Mr. Jessee noted that it is their strengths, potential and where they are at currently. He noted their academic information, grades, attendance, chronic absenteeism, behavioral incidents, preventative reporting will be accessible. Dir. Burke noted a concern with an offer to provide training and log ins to look at a dashboard. Mr. Jessee noted that the Directors could attend School Leaders Institute in August for training.

**DECISION: Director Geary made a motion to move this item forward to the full Board with a recommendation for consideration. Director Harris seconded. This motion passed unanimously.**

### **Standing Agenda Items**

#### Superintendent SMART Goals 1-3

Mr. Tolley noted that at this Wednesday's Work Session we will be reviewing all five SMART goals.

### **Board Policies and Procedures**

#### Policy 2200, Equitable Access Quarterly Report

Sherri Kokx provided an overview of this item. She noted this is an update since the April Quarterly report and noted the only changes were in Special Education (SpEd) due to changes in enrollment (actual and projected), and noted the report.

Dir. Geary noted she thought they were moving away from Service Model 2 (SM2). Michaela Clancy noted that implementation at the elementary is complete, it is the last continuation, and they will add access to secondary, and then determine the best services. SM2 is the old level system, the students need more repetition and intensity while in general education. Ms. Kokx noted the only other change is listed, is not required, but included regarding Youth family services, the contract expired and is not renewed due to not meeting required needs. Dir. Harris asked if they got push back. Ms. Kokx note this was last of many educational service centers due to low performance measures.

### **Special Attention Items**

#### International Baccalaureate (IB) Coordinator Update

Colin Pierce at Rainier Beach High School acknowledged the context that IB operates nationwide, and there is disparity in participation across the county and it mirror the national setting as well as SPS. He noted the opportunity to become a national leader with putting some practices in place. Mr. Pierce noted tools being developed by the IB programs nationwide grant funded project. He noted our innovative work toward equity. Theresa Carins at Chief Sealth High School noted the three schools represent the full spectrum across all three schools in regards to equity and the desire to have students ready for college rigor and stewards of a global perspective. She noted data that shows the gains toward scholarship and their progress through college. Guy Thomas at Ingraham High School noted the clear vision at each of

the schools in meeting the pedagogically and equity goals, but we are missing a clear vision from the top leadership of the district. He noted the need for sustainable support in both human and fiscal resources. Mr. Thomas noted it is not cheap to run these programs at the schools. Mr. Pierce noted the value of the implementation of the program and the research shows a high return on investment, and requested support of the Board.

Dir. Harris noted her advocacy for this program, but is also concerned that we have not had the sponsorship in this building and have not been sharing the data to show the case for the belief in the value of the program, and bring the community to work toward reaching the goals within the constraints of the budget deficit. Dir. Geary asked for uniform formatting for her to review the data and see the advocacy on the state level, and how much money we are saving, and the return on investment data. Mr. Tolley noted the previous position in leadership around this program was a grant funded position. Dir. Burke noted the Lincoln community meetings and the community ask for it to be an IB school. Dir. Geary noted scheduling monthly conference with a Board member to give feedback with uniform data. Mr. Pierce noted the need to provide data proactively and the research studies. He noted the difficulty with tracking within our student information system.

Dir. Harris noted a recent grant that was renewed, and asked if it is going toward IB or spread out at Rainier Beach. Mr. Pierce noted it was going toward Diploma coordinator position.

#### Early Learning Update

Cashel Toner noted feedback in the past with working in the early learning space, and she noted that some can go in to a Friday memo and is trying to walk the line and wants feedback on the venue for the update. She noted working on enrollment for the seventeen Seattle Preschool Program (SPP) classrooms, some of which are full inclusion. She noted the first year of partnership, they were not fully enrolled on the first day of school, and they have worked hard to correct that. They are tracking toward full enrolment by the start of next school year. Ms. Toner noted a nuance with the SPP+ programs, and building the system on how to enroll the students with Individualized Education Plans (IEPs) and those with typical development within the same class. She discussed outreach and collaboration with families and teachers, and district stakeholders. She noted two teams will be sent to the Herring Center for an inclusion seminar, and they will develop mission, vision and action plans for the SPP+ programs. Ms. Toner noted after Board approval, they worked with staff to co plan and co create what the classrooms will look like at the inclusion sites and have been holding meetings since the spring. She noted planning an Early Learning Summer Institute this summer for common training.

Ms. Toner noted the family connection visits that will start the school year for family engagement. She noted the need to build capacity in the program, and they submitted a grant to fund new positions to support the early development program to create a continuum from Pre-K to fifth grade. It is a two year grant through the Gates Foundation, and she noted the timing should the grant be approved. She noted bringing this to the committee, even though it is under the funding threshold, but she wanted to be transparent. Dir. Harris asked that it be included in the Friday Memo as well.

Ms. Toner noted SPS's SPP meeting all of the performance targets for this year so far, which releases funding from the city and they will be getting full reimbursement from the city for the year. Dir. Harris asked that we follow up on the 25% hold back from the city as she heard feedback that we could possibly get rid of that.

Dir. Burke noted that he appreciated the in person update. Dir. Geary asked Ms. Clancy for some information about the SPP partnerships and the Experimental Education Unit (EEU) supports. Ms. Clancy noted that she could provide that information in a Friday Memo.

### Seattle Housing Authority/Seattle Public Schools Partnership Update

Kathlyn Paananen was introduced by Mr. Tolley. Ms. Paananen noted the foundation of the partnership with SPS and the Seattle Housing Authority (SHA) to provide access to a challenging and thriving educational opportunity and that education is the gateway out of poverty. She noted the SHA students are missing a lot of instructional time through chronic absenteeism. She noted the next two years plan to build on the relationship and implement activates together to address this toward the goals of improving educational outcomes, support families and understand barriers, and improve systems to increase equitable access. She noted the Gates Foundation set aside funds three years ago for the SHA to work together with districts to drive the work, and that SPS is a sub grantee of this Gates Foundation grant.

Dir. Harris asked about sustainability of the gates grant. Ms. Paananen discussed the timeline and that the grant will sunset in September, and they have asked for continuation in the amount of \$650,000. The SHA receives the funding for this, and SPS is a sub-grantee. Dir. Geary asked for data that shows if the SHA work aligns with the schools of distinction, and if it is actually closing the gap. Ms. Paananen noted that the relationship allows us to see the aggregate data only. She discussed the specific schools as listed on the map for where these students live and go to school. Ms. Paananen noted her role at the district and with the SHA and this is a new position that other districts do not have, so it is a learning process. Dir. Geary asked if given the density in certain areas, if we see a difference in outcomes there versus where there is a community that is relatively unsupported through our educational practices. Ms. Paananen noted a pilot to partner with the attendance department and schools to see what best practices are across the district. Dir. Harris noted the work with the Delridge families and thanked them for their support, and for getting Cedar Park started.

### Special Education Contracts- Informational Only

Ms. Clancy noted that this information was brought to the A&F Committee meeting last week, and that there are five action reports for contracts coming to the full Board. She provided an overview of the summary document provided in the packet and noted the history of the contracts presented and what they can expect moving forward.

Dir. Geary noted that pogrom at Old Van Asselt and if reinvested in the program we would see a reduction in the NW Soil contract. Ms. Clancy noted that would be a process to move from that program. Dir. Harris noted to be explicit of the challenges and explanations of the progress when it comes to introduction. Dir. Geary noted the balance of liability and to run it by legal due to the rights of these students and families. Ms. Clancy noted the work on oversight with the behavioral specialist and they have seen some real gains for our high need students. She noted that Meany has a repurposed classroom specific to social and emotional needs of those students. Ms. Clancy noted the nature of some of these contracts is specific to preventative services, agency contracts, and ready to provide services right away.

Dir. Geary noted a request to have the Deaf and Hard of Hearing (DHH) reports provided in a Friday Memo. Ms. Clancy noted that she would provide that update.

### Adopted revisions to Superintendent Procedure 2161, Special Education and Related Services for Eligible Students

Trisha Campbell provided the update to transportation required by the Office of Civil Rights (OCR). She noted the new language is in the highlighted section of the memo document, part of voluntary resolution agreement. She noted there is a 504 Superintendent Procedure around this and the transportation department will be updating their materials to all align and the drivers and teachers /building leadership.

Dir. Geary asked about the new American Civil Liberties Union (ACLU) lawsuit against the state. Ms. Clancy noted that this just came out and she had not read through it, but it was about a funding. Dir. Harris noted that it is with funding out of Eastern Washington and will be setting the standards.

Dir. Burke asked for the timing. Ms. Campbell noted to present a training at School Leaders Institute (SLI), SpEd newsletter, coordinating with transportation, and communicated to families. Dir. Harris asked that this be uploaded to our Facebook and other channels to get it out there in the community. Ms. Clancy noted that this process has been a great deal of coordination and interdepartmental coordination.

#### C&I Policy Committee Work Plan

Dir. Burke requested that dates for the future months be listed on the work plan. Dir. Burke asked for math adoption update at the August meeting, and asked if anything is going on between June and August. Dr. Kinoshita noted the feedback was received and that there will be one more meeting.

#### **Adjourn**

This meeting adjourned at 7:25pm.