

## **Board Special Meeting**

### **Curriculum and Instruction Policy Committee**

Tuesday, May 15, 2018

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 4:30 p.m. by Director Burke. Directors DeWolf and Mack were present. Director Geary joined via telephone.**

This meeting was staffed by Associate Superintendent for Teaching and Learning Michael Tolley, Chief of Curriculum, Assessment & Instruction Dr. Kyle Kinoshita, Director of Career and College Readiness Dr. Caleb Perkins, Chief of Student Services Wyeth Jessee, Executive Assistant to the Associate Superintendent for Teaching and Learning Maria Gonzales-Millsap, Director of Student Support Services, Kari Hanson, Program Manager, Attendance and Discipline, Coordinated School Health Erin Romanuk, Executive Director, Coordinated School Health Pat Sander, Chief Information Officer John Krull, Program Manager Physical Education and Health Literacy Lori Dunn, Supervisor Highly Capable Service Advanced Learning Program Stephen Martin, Program Manager Ethnic Studies Dr. Andrea Drake, Chief Strategy and Partnerships Officer Dr. Brent Jones, Senior Assistant General Counsel Ronald Boy, Program Manager Library Instructional Materials Marian Royal, Director Policy and Board Relations Nate Van Duzer, Executive Director Government Relations and Strategic Initiatives Erinn Bennett, Director Research and Evaluation Dr. Eric Anderson, Research Scientist Senior Dr. Jessica Beaver, Communications Specialist Rachel Nakanishi

Also present was community member Melissa Westbrook

### **Approval of Agenda**

**Director DeWolf made a motion to amend the agenda as follows: Move ‘*Special Attention Items #2 – Advanced Learning Update*’ to follow ‘*Board Action Reports (Discussion and/or Action) Item #2 – Approval of Highly Capable Annual Plan*’. Director Burke seconded. This motion passed unanimously.**

**Director DeWolf made a motion to approve the agenda as amended. Director Geary seconded. This motion was passed unanimously.**

### **Approval of Minutes**

**Director DeWolf made a motion to approve the April 17, 2018 Curriculum & Instruction (C&I) Policy Committee meeting minutes. Director Burke seconded. This motion was passed unanimously.**

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

### **Approval of 2018-2019 Student Rights and Responsibilities**

Pat Sander and Erin Romanuk provided an overview of the 2018-2019 Student Rights and Responsibilities which contains rules and regulations for student conduct and is approved by the Board annually. Ms. Romanuk noted the minor editorial changes and changes in discipline and appeal rights for students. In addition, Ms. Romanuk noted an Expulsion Review Board process has been established. Director DeWolf expressed concern about the ambiguity of some of the language in the document. He noted some words are vague. Director DeWolf asked if there are ways to be more explicit. Ms. Romanuk responded that they are shifting conversations with school leaders on building relationships using restorative practice work and positive behavior response. Director DeWolf asked about a centralized dress code. Ms. Sander noted dress codes are included in each school's handbook. Director De Wolf asked about implementation of discipline on school buses. Ms. Romanuk responded the district do not currently have access to drivers training at this time as they are subcontractors. Ms. Romanuk and Ms. Sander will check with Assistant Superintendent Pegi McEvoy for the possibility of providing professional development for drivers. Ms. Romanuk noted she would work with her staff that work with school leaders on school bus conduct.

**DECISION: Director DeWolf made a motion to move forward the 2018-2019 Students Rights and Responsibilities to the full Board for approval. Director Burke seconded. This motion passed unanimously.**

### **Approval of Highly Capable Annual Plan**

Wyeth Jessee, Kari Hanson and Stephen Martin provided an overview of this item. Ms. Hanson provided background of the annual plan. She noted the plan is necessary for accessing funds allocated by the Office of the Superintendent of Public Instruction (OSPI) for highly capable services. Directors asked how students are being identified and referred. Mr. Martin noted 52 referrals from parents and 48 recommendations from teachers. Mr. Martin added that referring teachers must be Highly Capable teachers. They meet in December/January to make decisions. Director DeWolf asked what other bodies are involved in the decision-making. Mr. Martin answered there is a Highly Capable Services Advisory Committee, a group represented by parents, community and school staff. Director DeWolf asked what steps are being taken to give better access to low-income families. Ms. Hanson noted they are reviewing current policies and the Advanced Learning Task Force will look at gap and disproportionality. Mr. Jessee added, one of the objectives of the task force is to have a better oversight of services.

### **Advanced Learning Update**

Ms. Hanson reported on the status of the development of the Advanced Learning Task Force. The deadline is May 24<sup>th</sup>. To date, they have received 20 applicants. Ms. Hanson reported on the department's continuous work on engaging families, the community and staff. Director Burke asked how we are including language support for referrals. Mr. Martin noted all forms have been translated to nine languages and will be distributed to schools tomorrow.

**DECISION: Director DeWolf made a motion to move forward the Highly Capable Annual Plan to the full Board for approval. Director Geary seconded. This motion passed unanimously.**

### **Standing Agenda Items**

#### **Formula for Success – Superintendent SMART Goal 2, Eliminating Opportunity Gaps**

Dr. Brent Jones provided an update on this item. Some highlights included a well-attended two Saturday professional development trainings and current usage of the EOG Digital Toolkit. Dr. Jones reported the fourth cohort of racial equity teams will bring another 10 or more teams next school year, depending on negotiations with SEA. Dr. Jones noted that we are moving from a set of strategies to a set of tools. Director DeWolf asked for a retreat to discuss process to centralize the definition of equity. Director Burked asked if there is a way to measure impact of the Racial Equity Teams. Director Burke also asked if there is a way to look at the metrics of the Digital Toolkit. Dr. Jones noted there are some analytics built in. Dr. Jones will look into extracting the data.

#### **High School/24 Credits Update**

Dr. Caleb Perkins provided an update on the progress being made with regards to secondary revisioning and the 24 credit high school graduation requirement. Dr. Perkins highlighted the SPS and SEA joint committee, professional development and revisiting the idea of an educator survey by the end of the joint committee. Director Burke asked about professional development providers. Dr. Perkins noted a Request for Qualifications process has been posted and the proposals will be vetted. Dr. Perkins will create and make available a catalog listing professional development providers.

#### **Instructional Materials Update**

Dr. Kyle Kinoshita shared an update on this item. Dr. Kinoshita briefed the committee on the One to five-year plan of ongoing adoption. He is currently investigating the landscape of what the ongoing costs are in terms of programs and other materials the district is adopting. Director DeWolf asked for an example of an ongoing cost. Dr. Kinoshita cited the middle school math adoption as an example. He shared the cost for middle school math is not the actual book but the workbooks. Dr. Kinoshita reported the Instructional Material Adoption Committee met last week and approved a communication plan and timeline. Director Burke suggested building in ongoing costs in the adoption process. Director Burke asked for an update on the science adoption. Director Burke also requested a list of milestones for the science adoption. Dr. Kinoshita will provide an ongoing report on this item. Dr. Burke asked if there is a timeline for Spanish and CTE programs adoption. Dr. Kinoshita answered no. Director Burke also requested for staff to prepare a Board Action Report on Since Time Immemorial and a report at the next meeting. Dr. Kinoshita noted Gail Morris will meet with Ronald Boy for legal counsel on this topic.

### **Board Policies and Procedures**

#### **School Board Policy Nos. 2021, 2022, 2023, 2024 – Electronic Learning**

Dr. Kyle Kinoshita and John Krull reported on these policies. Dr. Kinoshita noted that a 2016 Senate Bill mandates policies and procedures on digital citizenship and media literacy. He reported that in 2017, WSSDA issued a model policy on three subjects: library and tech program, internet safety and digital media. Dr. Kinoshita and Mr. Krull recommended that the Information

Technology Advisory Committee (ITAC) would do the annual review of these policies. The committee plans to convene in June and present their recommendations to the C&I Policy Committee in June. Dr. Kinoshita and Mr. Krull will work on a glossary for a definition for online learning. Director Burke requested they report their definition to the C&I Policy Committee.

### **School Board Policy No. 2185SP – Physical Education – Annual Review**

Lori Dunn presented an annual review of the physical education programs as mandated by a new Washington State Legislation requiring assessment of physical education practices in public schools. Ms. Dunn is submitting a review of the Superintendent Procedure No. 2185SP. Ms. Dunn noted the purpose of the review is to gather data on how we are servicing children. She noted the data gathered would assist the district in decision-making for processes and systems. Directors Burke and DeWolf requested a report on the findings and for Ms. Dunn to work with Michael Tolley and Dr. Kinoshita on the expectations by OSPI on the data.

### **School Board Policy No. 2090 and Superintendent Procedure 2090SP – Program Evaluation & Assessment**

Dr. Eric Anderson reported to the committee that there is Board Action Report planned for June to amend this policy and the Superintendent's Procedure. One amendment is to change the title of the policy to District Educational Research and Evaluation.

### **Special Attention Items**

#### **Civics for All**

Kathleen Vasquez provided an update on civics and social studies. Ms. Vasquez reported on the Curriculum and Instruction Department's focus on strategies to improve equal access to Social Studies instruction in the Civics strands of the Washington State Standards for students. The strategies she noted: communication to school leaders and Social Studies teachers encouraging students to participate in civic-minded activities, professional development and support for secondary Social Studies teachers, vetted supplementary instruction resources to support civics education and foundational work for the implementation of Senate Bill 1896. A conversation ensued about mock elections.

#### **Native American Education Update**

Dr. Kyle Kinoshita provided an update on this item. Dr. Kinoshita noted there has been one training already. Director Burke commented that it is common for elders to be invited to speak with students. However, there is no process in place for an honorarium or per diem in recognition of their time. Dr. Kinoshita will discuss this with Gail Morris.

#### **Ethnic Studies Update**

Dr. Andrea Drake provided a draft timeline of accomplishments and next steps. Dr. Drake reported that currently there are 35 teachers piloting the Ethnic Studies curriculum in six schools. Director DeWolf asked about the sequence of process for curriculum adoption. Director Burke answered that each adoption ad hoc committee review the material, make recommendation to the Superintendent and the recommendation comes to the School Board. Director Geary commented on her understanding of adoption which is a comparison of two different developed curriculums, not creating or developing a curriculum. Michael Tolley commented on the difference between

instructional material adoption and curriculum adoption. Director Burke requested the timeline to be shown horizontally for visual ease. Director Burke also suggested highlighting the four major themes on a one-pager.

### **Naviance Update**

Dr. Caleb Perkins provided an update on the plan for implementing Naviance, a college and career readiness tool. The plan is to have the tool available to counselors and students starting in September 2018. Dr. Perkins focused his update on the timeline for implementation and plan for communicating the opt-out process. Director DeWolf asked about the Roadtrip Nation program. Dr. Perkins will provide Director DeWolf with more information.

### **Curriculum & Instruction Committee Work Plan**

Director Burke and Michael Tolley plan to discuss the work plan at their meeting tomorrow.

The meeting was adjourned at 7:04 p.m.