

Board Special Meeting  
**Curriculum & Instruction Policy Committee**  
Tuesday, October 10, 2017, 4:30pm-6:30pm  
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 4:48pm. Directors Geary and Harris were present. Director Burke was unable to attend. Director Patu arrived at 5:15pm.

This meeting was staffed by Associate Superintendent for Teaching & Learning Michael Tolley, Chief of Curriculum, Assessment & Instruction Kyle Kinoshita, Chief of Student Support Services Wyeth Jessee, Executive Director of Curriculum & Instruction Cashel Toner, Director of Career and College Readiness Caleb Perkins, Assistant Superintendent for Human Resources Clover Codd, Director of Policy & Board Relations Nate Van Duzer, Principals Jennifer Kniseley, Mark Perry, Owen Gondor and Kaaren Andrews, Executive Directors of Schools Sarah Pritchett and Jon Halfaker, Executive Director of Government Relations and Strategic Initiatives Erinn Bennett, Seattle Education Association (SEA) President Phyllis Campano, SEA Vice President Michael Tamayo, and Manager of School Operations Sherri Kokx.

Director Geary moved to approve the agenda. Director Harris seconded. This motion passed unanimously.

Action on Approval of meeting minutes from the September 12, 2017 C&I Policy Committee meeting was delayed until later in the meeting when Dir. Patu arrives.

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

Annual approval of the written plans of programs or schools using the alternative learning experience (ALE) model.

Caleb Perkins provided an overview of the annual written plans and noted the wide variety of offerings at these schools to serve all students on the pathway to success in career and college readiness. He noted the level of rigor and standards at these schools, and noted the checklist of state regulations and provided an overview of these documents in the packet.

Dir. Harris noted issues with audits of ALEs and asked if there have been problems since the last approval of this. Mr. Tolley noted there has not been an audit, nor issues since the last approval. Dir. Harris asked if there were incidence that we have had to self-report in the last year. Mr. Tolley noted not to his knowledge.

Dir. Geary asked about fiscal impact and revenue section on the Board action report (BAR), where it says the grant dollars coming in but does not list the expenses of the programs to see the full impact. Mr. Tolley noted this section is in response to that if this motion is not approved, this will be the loss of revenue, and does not address the cost to operate. Dir. Geary noted that some ALEs are more expensive than other schools in the district and would like to know the operational costs, per pupil for these schools.

Dir. Geary noted in the past asking for a parallel construction in the reporting, and wonders if there are points to get even more consistency in identifying and differentiating the programs and the students that they serve. She provided examples of what type of information she would like to see reported in the future. Mr. Tolley noted that what he hears is that she would like a separate report, outside of what is required in state reporting here in this BAR, to outline and differentiate between the models and programs at each of these schools. He noted what is in this report is the fulfillment of the program as required by the state.

Dir. Harris recalls a year ago suggesting we have FAQ for the admission department representatives for when families call in to the district. She is unconvinced that when a parent/student/guardian calls in, that they know the appropriate fit for their students. Mr. Tolley noted to check with the admissions team to see what information they use to discuss with families.

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

Revise Policy 2415, High School Graduation Requirements

Dr. Perkins noted that both this item and the next are the focus of tomorrow's Board Work Session. He noted Policy No. 2415 relates to a 2.0 GPA requirement and Policy No. 2420 is in regards to the requirement of 150 hours of instructional time per credit. He noted a full, in-depth conversation will take place tomorrow and that today's request is to move these items forward to the full Board for consideration.

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

Revise Policy 2420, High School Grade and Credit Marking

Dr. Perkins noted the previous discussion and requested the same consideration.

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

Amending Policy No. 2161, Special Education, and Repealing Policies C62.00, Graduation for Special Education Students, and C69.00, Procedural Safeguards for Parents.

Wyeth Jesse provided an overview of this policy item. He noted the intent to clean up the older letter policies as directed by the School Board. Mr. Jesse noted language within the policies that fall under State and Federal policies and laws. He noted taking the feedback from Directors at the last committee meeting, and pointed out how that feedback was written in to the policy presented today. Mr. Jesse noted there were no substantive changes, just clean up.

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

Repealing School Governance Structures Policy and Procedures F20.00, F20.01, and F20.02 and Adopting New Board Policy No. 4140, School Governance Structures

Nate Van Duzer provided an overview of this item. He noted that these are old letter policies from the mid-1990s around school governance structures. Mr. Van Duzer noted the collective bargaining agreement (CBA) has since incorporated language changes around building leadership teams (BLTs). He noted that the CBA language is the language that needs to be followed, and the difference between policy

and CBA has caused confusion over the years. Mr. Van Duzer noted at the last committee meeting it was recommended by the Board Directors to remove the old policy, create a new policy, and leave the CBA document as is.

Dir. Geary appreciates the high-level nature with the policy, but had trouble with the wording in the last paragraph regarding defining the hierarchy of authority, and issues of pre-emption. Dr. Codd noted the purview of the BLT is clearly defined in the CBA on pages 11 and 12, which also includes the responsibilities and clarity on what decisions are site based, versus Superintendent based.

Director Patu arrived at 5:15pm.

Directors discussed points of confusion and the how this discussion relates to PTAs. Mr. Van Duzer noted the possibility to repeal the F policies and not have a new policy and keep what is written in the CBA as the definition of the structures.

Dir. Harris asked for opinions from the labor partners. SEA Vice President Michael Tamayo noted the desire to do a collective reset as this has not been resolved over 15 years, and noted a letter sent to the Directors in which they recommended to move forward with clearly cleaning up the language, and they support removing the conflict. Mr. Tamayo noted supporting a robust policy that supports strong site based decision making in support of the CBA. Dr. Codd noted that the policies are in conflict, and large point of tension with families, and if this old language remains out there, the confusion will stay.

Dir. Geary noted to move forward for consideration as is, and to work on the language in the mean time to make more sense from a legal standpoint. Dir. Harris noted her desire to see benchmarking with other local and national districts. Dir. Geary noted that if there are other neighboring districts that have BLT in their CBA and to reference those policies.

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

#### Resolution 2017/18-3, Career & Technical Education (CTE)

Dir. Geary noted that Superintendent Nyland asked for the 3<sup>rd</sup> bullet to be stricken, as it is a new body of work that has not been factored in to the work stream, and she noted his concern that there has not been time for staff and the Board to review this against SMART goal work streams. Dir. Geary noted a discussion she had with Dir. Burke before this meeting and he suggested to perhaps add in “foster and acknowledge and encourage where the alignment exists.” Dir. Harris noted that she is unsure of what goal they are discussing, and asked that it be more clearly written. Directors discussed language options. Staff read aloud an email from Dr. Nyland to Dir. Burke in regards to the Resolution.

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

Mr. Tolley noted on the ALE item, there was one piece that was not touched on. Dr. Perkins noted per Board Policy that the ALE Policy be reviewed each year with the approval of the schools in order to suggest changes or make amendments, which he did not mention earlier. Dir. Geary asked if staff has any edits to the policy, and staff said there were no recommendations to modify. Directors said they were comfortable with that.

## **Standing Agenda Items**

### **Formula for Success: Superintendent SMART Goal 1, Multi-Tiered Systems of Supports (MTSS)**

Wyeth Jessee provided an overview of the handout to help Directors track work streams and outcomes. He noted other layers with work plans with more specificity, color-coding for completion and roles and responsibilities assigned. Mr. Jesse noted this document was requested by Directors and noted the work around this at the MTSS meeting last week, which Dir. Burke attended, to discuss the plan and identify any course corrections. Mr. Jessee provided examples of the work such as Home Room, the student data portal. He noted a half-day retreat at Emerson Elementary school to dig deep in to the programs and C-SIPs and communication with the schools and school staff.

Dir. Harris noted in the last Friday Memo that we are hiring an MTSS position, and it was a surprise to her. Mr. Jessee noted this position is goal specific, noted the capacity of current staff to lift this work around the goals and noted that additional staffing was required, and had been discussed with the Board previously. He noted this position is to supervise the five Professional Learning Community (PLC) coaches and to facilitate and coordinate with the 104 schools with their PLCs. Mr. Jessee noted investing a half million dollars in Home Room, interim assessments, Fountas and Pinnell, and the data sources coming in to homeroom. He noted that now the teams need to come together to use all of these resources. Dir. Harris asked if the hiring has already been done. Mr. Jessee noted that the position has been filled. Dir. Geary noted when establishing the MTSS goal for the year that this was one of the items of implementation and the investments that she felt this was built in to support the work.

## **Board Policies and Procedures**

### **Policy 2200, Equitable Access Quarterly Report**

Sherri Kokx provided an overview of this item. She noted on Friday, an email went out to school leaders regarding new special education and English Language Learner (ELL) allocations that were not included in this report, due to timing of the documents. She noted that they will be included in the January annual report. Ms. Kokx detailed the changes as listed in the report and noted courses at Skills Center that were cancelled due to low enrollment, resulting in a reduction at Skill Center of 2.0 full time equivalent (FTE).

Ms. Kokx noted the special education changes prior to Friday's allocations, stating Rainier Beach added a BRIDGES Medically Fragile classroom and Denny added a service model 2 (SM2) classroom. Directors and staff discussed the designation of SM2 as listed on this report. Dir. Patu asked how many kids are medically fragile at Rainier Beach. Ms. Kokx noted she could provide some additional data and that there are 5 students receiving that service. Dir. Geary noted the different iterations and she has not been able to understand the designation. She noted that the parents are supposed to be partners in a student's individualized education plan (IEP), and if we do not use language that is widely understood, it becomes inaccessible to the parents and families who do not fully understanding the options available to them and their student. Ms. Kokx noted that SM2 is the only hold over from the service model system. She noted that this designation was for low cognitive function, but higher functioning than in the distinct model.

Ms. Kokx noted the addition of the BRIDGES program at University of Washington (UW) and three more at local community college campuses. Dir. Patu asked when and where the class at Rainier Beach was placed. Ms. Kokx noted the decision to place the service occurred in June and the class is temporarily in a portable, as there is a classroom set aside but construction is necessary to make it accessible and with a bathroom for the needs. Ms. Kokx noted students/staff will be in the permanent

classroom after the new year. Dir. Patu asked about the portable and not having a bathroom. Ms. Kokx noted the principal helped make the decision, but with the construction, there comes air quality issues they did not want to put those medically fragile students in that environment or compromise their health. Ms. Kokx noted that the bathroom is in close proximity to the portable.

Dir. Geary asked about not having staff and space for one of the BRIDGES U services and it was not ready to go at the beginning of the school year, and discussed persons involved that could not provide answers. Dir. Geary wants to know where these BRIDGES U services are located and asked if we would be proud of them. Ms. Kokx noted she will call Dir. Geary, as requested to follow up, and send follow up to the Board Directors. Ms. Kokx noted that although not required by this report, many services moved out of Lincoln due to construction, and noted Wing Luke moves into Old Van Asselt causing other changes next summer.

Dir. Harris asked about the Career and Technical Education (CTE) piece and with construction trades and maritime courses, those are skills that we have extraordinary labor partners that we have not scratched the surface with working. She is disappointed in our lack of traction with collaborating, and not having these programs run. Mr. Perkins noted that there is a lot of hope, and noted a meeting this morning on a mentorship program that connects to labor partners and noted a Skills Center visit last Thursday, and partnerships to harness that work. Dir. Patu noted that this is what she and Dir. Burke have been working on with apprentice program and they will be working together with that committee to move the work forward. Mr. Tolley noted the foundational work to capture student interest earlier on in middle school. He noted that this is part of the conversation for tomorrow's work session. Dir. Geary noted her experience of tour of the Puget Sound Skills Center and the need to find partners to help do the work.

#### Policy E14.04, Research Activity and Test Administration

Mr. Van Duzer and Dr. Jessica Beaver provided an overview of this item. Mr. Van Duzer noted this item today is to start the discussion for a BAR that will be coming to committee next month, and as a part of cleaning up old lettered policies.

Dr. Beaver noted the new research process put in place since 2016, where the department reviews proposals for testing and administration. She noted using the school leader communicator to solicit feedback on the new process, regarding the policy, and regarding the external research component. Dr. Beaver noted the work to improve the language to add in student data privacy protections.

Directors discussed the differences between the policies on research and assessments and Director Harris asked for a cheat sheet to see how the policies relate.

Dir. Harris asked about third-party assessments and noted she is hearing that special need students have not been given accommodations necessary. Directors and staff discussed responsibilities around communicating processes for accommodations.

Directors asked to add language to the procedure around accommodations. When asked about placement of this procedure, Director Geary asked that it be easily accessible.

#### Special Attention Items

##### Hobsons' Naviance software for Career & College Readiness - for Information only

Dr. Perkins provided an overview of this item. He introduced Nancy Peterson who presented this to the Operations Committee last month, and noted they moved it forward to the full Board. He introduced Krista Rillo who represents the counselors who are looking forward to using this system. Dr. Perkins

noted this software will help provide pathways to students for career and college readiness, and provides a wealth of resources. He noted studies and research on what other districts are using for their students. Dr. Perkins noted this is a 3-year contract, which will be presented for introduction at the next Regular Board meeting.

Dir. Geary noted she is on the operations committee, and has already heard the report. Dir. Harris noted the Bellevue School Foundation has been paying for theirs for a number of years now. Dir. Patu noted it is a great step forward for our students.

#### Ethnic Studies Update

Dr. Andrea Drake provided an update on the Ethnic Studies Task Force to meet the needs of the goal of Eliminating Opportunity Gaps (EOG) and in alignment with Policy No. 0030, Ensuring Educational and Racial Equity. She noted two meetings this summer with the task force to get a sense of what the community means by ethnic studies and to create a definition. Dr. Drake discussed the large task force meetings and the smaller group sessions regarding curriculum and noted the work with the EOG team, the Race and Equity Teams and other district staff to collaborate and build a system that is sustainable.

Dr. Drake noted research on other districts in other cities and states that have been doing this type of work and summarized her findings. Dr. Drake noted that we do have some internal leaders in this work already, including Gail Morris, to learn from and replicate the strong work already been done within SPS. Dr. Drake noted that there are some districts that she has researched in which one grade level of students was the focus, where they created a curriculum to pilot, implemented, tested and rolled out to other grade levels.

Dir. Patu asked if we are looking at K-5 or just the high schools. Dr. Drake noted to focus on high school social studies first, and she has been meeting with the schools and the race and equity teams to discuss how to continue that work. Dir. Harris asked about taking inventory of what is being done in individual schools. Dr. Drake noted that is the conversations on this with Dr. Starosky to work with the Executive Directors of Schools to take inventory.

Dir. Geary wonders if with the resolution on ethnic studies, that we have the principals include this on the Continuous School Improvement Plan (C-SIP) as a reference point to find the courses at the schools with a brief description on the school's work toward the resolution. Dr. Kinoshita noted how he discovered that Roosevelt has courses that we did not know about and we are currently gathering this from the schools. Dr. Drake noted the need to educate schools on what ethnic studies is and how to define it.

Dir. Geary asked for the next touch point and what Dr. Drake will be reporting out on. Dr. Drake noted this is pioneering work, and it changes and accelerates and moves in many directions. Dir. Geary asked that she set out the high goals and an action plan and keep an excel spreadsheet and as things are identified, there is a place to narrow and how we can see progress, and for accountability. She understands this is scaffolding of something new, but we can better serve the community in that work. Dir. Harris asked for a Friday Memo update.

#### Approval of the Minutes from the September C&I Policy Committee Meeting

Approval of the minutes from the September 12, 2017 C&I Policy committee meeting had been delayed until a third Director arrived. Director Patu made a motion to approve the minutes as published. Dir. Geary seconded the motion. This motion passed unanimously.

This meeting adjourned at 6:42pm.