Safe & Welcoming: This week I visited Rainier View Elementary. Principal Pinchback-Jones is committed to working with staff to help them build relationships with students through academics. One of her super powers is ensuring that she has the right people at RVE. She sends daily good news reports based on what she observes in classrooms and ties these emails to the CSIP and Seattle Excellence. As a result, staff and students feel cared for at RVE—for example, a student was sent to see Principal Pinchback-Jones and after reflection time, acknowledged that “the teacher planned the lesson for me, and I disrupted it.” Self-awareness about his own learning in action!

3rd Grade Reading: Some RVE leaders are implementing a research-based practice of “zero period” to increase the time students spend working on reading and math. This period starts at 7:30 am. So far, students and parents are excited to get the extra help in these areas. The first multi-week session focused on serving students who were below standard on the SBA in math or reading in grades 3-5. Students were motivated and eager, as evidenced by their attendance and participation. Thank you, Principal Pinchback-Jones and team, for trying new things to get different, better outcomes for your students!

Other Happenings:

- Snow! That was the major happening this week. The amount of work by so many teams to prepare this system to close or have a two-hour delay is unbelievable. I want to thank all of those who helped—those that drove the roads to determine the safety, our transportation team that coordinated all the efforts, First Student, our Comms team, small cabinet members, and our JSCEE staff who helped with lunchtime duty when nutrition services employees did not come to work. We are so fortunate to have this team and these people supporting our students in SPS!

- I held my monthly meetings with Mayor Durkan. As always, I am so thankful for the City’s partnership. During the snow days, the City was an amazing partner and helped purposefully clear streets around our schools and keep the arterials cleared for SPS.

- At our monthly SCPTSA meeting, we discussed, Black Lives Matter at Schools week, Anti-Racism training, and TAF@WMS.

- Thank you Director Hampson and Seattle Libraries, for joining me at Licton Springs K-8 to hear from native author and storyteller Joseph Bruchac. The students and I loved his stories!

- I attended the 47th Annual Martin Luther King, Jr. Community Celebration at Mount Zion Baptist Church. I so appreciate Seattle Colleges for inviting SPS to this event again this year. It is such an inspiring event.
Friday Memo to the Board  
Schools and Continuous Improvement  
Essential Information for the week of January 13, 2020

Safe and Welcoming School Environments: A priority goal of the District’s strategic Plan, Seattle Excellence, is to ensure students furthest from educational justice feel safe and welcome at school.

- Over 100 students from eleven schools have volunteered to participate in student focus groups about their experience with school discipline, and to provide feedback and revisions on the Student Rights and Responsibilities document. Student voice is a critical way to ensure that policies and procedures developed by the district promote safety and welcoming school environments.
- 73% of schools receiving targeted supports (Schools of Promise) are currently on track to achieve at least one of the academic and/or discipline goals. For schools who are not on track, MTSS teams (Directors of Schools, department heads, and program specialists) will be meeting to review student data and make adjustments. Click here to read about how Roxhill Elementary uses a data inquiry process to develop and monitor student growth goals.
- As implementation of this goal progresses, the internal planning team has taken pause to assess the make-up of our work group (comprised of central office staff, school leaders, educators, and community partners) and invited additional representatives from community agencies to join. Our goal is to increase the diversity in voice and perspective to inform this important work.

Responses to Questions from Board

**Question from Director DeWolf:**

Can I get clarity on our military recruiting policy and procedure?

- Attached is policy [4200](#) and procedure [4200SP.B](#) on military recruiter access to schools. Additionally, we have a procedure [3231SP](#) that governs the release of student directory information. Military recruiters must follow that process. Per 3231SP, directory information requests should be routed through the Public Records Office and must be approved by Diane DeBacker.

**Questions from Director Hampson:**

Under Every Student Succeeds Act (ESSA), “parents” have to opt a child out and otherwise records including place of birth, address, etc. are available to military recruiters except that we ARE required to notify families of this. How and when have we done this?

- This is addressed through our annual notification of parent rights under the Family Educational Rights Act (FERPA), which is also known as the FERPA opt-out form. Attached is the current 19-20 form for high school and preschool-8th grade that was included in this year’s back to school packets. These forms are sent out annually and parents can amend their opt-out selection within the timeframe stated on the form.

Has it been done in Spanish, Somali etc. to provide protection for critical populations who are targets of ICE?

- Yes - the FERPA form is translated for families. In the 2018 the forms for high school and the preschool-8th grade were translated into the following languages: Amharic, Chinese, Somali, Spanish, Tagalog, Tigrigna, and Vietnamese.
Friday Memo to the Board
Teaching and Learning Division
Essential Information for the week of January 13-17, 2020

CURRICULUM, ASSESSMENT AND INSTRUCTION

Update on Board Action Report for Approval of Courses with New Content as Defined by Superintendent Procedure 2026

As you know, we presented our annual Board Action Report (BAR) for proposed courses with new content at the December C&I Policy Committee meeting and introduced it at the January 8th Regular Board meeting. During the January 8th meeting, we received questions on this item and have made changes to the BAR and attachments given this feedback. Specifically, in response to the concern about referencing Ethnic Studies within these course requests, we have taken out those references to avoid confusion. In addition, we removed some other language and phrases that were unclear. We also made a change to the course title for two of the Arts classes as they have been updated since the original submission of these course requests.

Finally, as a reminder, it is important to note that adding courses to the district catalog is only one step in the process for providing courses to students in our high schools. There are also other steps that we will take to support the use of these courses e.g., review for graduation requirements, cross-crediting, training for teachers on the content in these courses.

Head Start Enrollment

Seattle Public School (SPS) Head Start serves children ages 3-5 years old and their families who are income eligible to qualify for the program. The district currently provides 357 Head Start preschool slots in 10 schools for a total of 15 classrooms. Five of the 15 classrooms are part day. The rest are full day.

As of January 16, 2020, there are **19 open slots**. Sixteen of those open slots are in our part day programs. We anticipate the two full day slots will be filled by the end of the month.

Per §1301.5 of the Federal Guidelines, a program must maintain its funded enrollment level and fill any vacancy as soon as possible. A program must fill any vacancy within 30 days. When a grantee is under enrolled for a period exceeding four months, it is required that the agency receive technical assistance from their local region program specialist and develop a plan for enrollment. The agency then has 12 months to carry out the plan and ensure 100% enrollment. The district’s 12-month timetable commences on February 7, 2020. Should the district not have at least 97% enrollment by February 7, 2021, the Region X office at that time will determine if they choose to reduce the district base grant and withhold funds up to $124,746 based on 17 under-enrolled slots (this includes slots over 30 days). Through our expansion planning and enrollment plan, Early Learning will present multiple remedy solutions prior to this occurring. We are confident that expanding our part day programs to full day will take care of this issue long before the deadline.

Current challenges to enrollment include: Families do not want part day programs – our part day programs have the bulk of the openings; competition from other preschool program providers in the area: Head Start, Early Childhood Education and Assistance Program (ECEAP) and Seattle Preschool Program (SPP); many families are over the income limits due to Seattle’s increase in minimum wage; families moving out of the areas in which SPS Head Start is located due to housing costs.

Early Learning Department response:

- Met and received training by the regional Head Start Grantee Specialist.
- Developed a comprehensive plan for enrollment strategies. This plan is available in the Head Start binder in the Board office.
- 2020-2021 Preschool Expansion Planning Proposal includes converting part day Head Start programs to full day.
- Head Start Plus Pilot programming proposal to serve students with Individualize Education Programs (IEPs) like Seattle Preschool Program (SPP) Plus.

If you have questions, please contact Dr. Diane DeBacker, Chief Academic Officer at dmdebacker@seattleschools.org.
**Advanced Learning**
The Highly Capable/Racial Equity Services Advisory (HC/RESA) application window closed on January 8, 2020. The Advanced Learning (AL) Department received 109 applications for the advisory team. A team met on January 10, 2020 to read the applications and identified potential members and alternatives for the proposed make-up of the Superintendent’s Highly Capable & Racial Equity Services Advisory (HC/RESA). This committee will include three elementary teams (one school leader, one teacher, one parent), one middle school team, and one high school team. There are representatives from the Seattle Council of Parent Teacher Student Association (SCPTSA), central office, community partners, Seattle Education Association (SEA) and Principals’ Association of Seattle Schools (PASS) representatives, and parents of students with 2E services. We will also assign alternatives who will be called upon as needed. Notifications will be sent to applicants on Friday, January 17, 2020.

The first meeting of the HC/RESA is scheduled for Tuesday, February 4, 2020. The meetings will be facilitated by Melia LaCour, Becoming Justice, along with Deenie Berry, AL Department. Melia LaCour worked with the Puget Sound ESD for 8 years as the Executive Director of Equity and has positive relationships with districts around the Puget Sound Region.

The Advanced Learning Department has been preparing for the next phase of work utilizing the Advanced Learning Task Force (ALTF) recommendations as they design and implement for future improvement of services for Seattle Public Schools' students.

**Athletics**
Information such as news, athletic forms, field locations, middle school information and schedules and contacts regarding athletics may be found at the following district website: [https://www.seattleschools.org/departments/athletics](https://www.seattleschools.org/departments/athletics).

Game schedules and results for all athletic events may also be found at the following Metro League website: [http://www.metroleaguewa.org](http://www.metroleaguewa.org). To find a school, simply click on the school icon at the top of the page, then click the sport you are interested in viewing. Schedules and results may be found on the sport page for each school.

**Enrollment Planning / Licton Springs K-8 Community Meeting**
Chief of Student Support Services, Concie Pedroza, and Director of Enrollment Planning, Ashley Davies, met with the Licton Springs K-8 community on January 9 at 6:30pm to discuss their questions regarding the move to the Webster School building in the fall of 2020. About 11 families attended the meeting. Parents asked questions about the process for the move. As we are still in the process of planning, the principal will continue to share updates with families about the status of the building updates as she meets with Capital Projects and Planning.
Goal 1: Media Relations

- 1/16/20 Seattle Times “Last year, WA lawmakers made college free…."
  https://www.seattletimes.com/education-lab/last-year-washington-lawmakers-made-college-free-for-some-this-year-they-want-to-make-it-more-accessible/
- 1/15/20 KUOW “It did not snow in Seattle last night…."
  (Note: As predicted it snowed just as middle/high school students would have been released from school)
- 1/15/20 KOMO tv “Did SPS make the right decision to cancel classes amid snow threat?”
- 1/15/20 KING 5 “Why SPS canceled classes on Wed. despite minimal snow”
- 1/13/20 KNKX “SPS information session on use of physical restraint”

Goal 2&3: District Messaging – Outbound Communications, Customer Service

- Admissions Communications Campaign. Admissions Fair and New/K student Registration Feature Story, video, home language email to all families. Social media posts from November to present. Enrollment video boosted over the winter break for 8 days. That post reached 7,873 people, had 485 engagements, and 5,025 views. Of that, 3,909 people were reached as a result of the boost and 61% of the views were as a result of the boost (3k views). Translated informational flyers sent to community partners and faith organizations. 1360 applications as of Jan. 15 (compared to 962 this date last year).
  https://www.seattleschools.org/district/calendars/news/what_s_new/registration_for_2020-21
- Snow Communications. Snow/inclement weather communications were completed this week, including calls, emails, and text messages to families, website posts and alerts, social media updates, FlashAlert alerts, and media coverage. The Communications team sent messages to families by 5:00am each day, and social media/website/media updates were provided by 4:00am each morning. Customer Service was available to answer questions via phone and Let’s Talk!.
- Feature Story: Using Data to Support Student Learning at Roxhill Elementary.
  https://www.seattleschools.org/district/calendars/news/what_s_new/supporting_student_learning_with_data
- Feature Story: Seahawks Donate to The Creative Advantage Program and Visual Arts.
- Our new Office of Public Affairs Executive Administrative Assistant, Margret Andan, started with us on Monday, January 13, and will be supporting Carri Campbell and the division.