

Board Special Meeting
Curriculum and Instruction Policy Committee
Tuesday, April 17, 2018
Board Office Conference Room, John Stanford Center
2445 – 3rd Avenue South, Seattle WA 98134

Minutes

Call to Order

This meeting was called to order at 4:31 p.m. by Director Burke. Directors DeWolf and Mack were present. Director Mack was approved by Director Burke as a voting member until Director Patu’s arrival. Director Harris joined the meeting at 4:35 p.m.

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, Principal Skills Center School Dan Golosman, CTE Program Manager Jane Hendrickson, Chief of Student Services Wyeth Jessee, Native American Education Program Manager Gail Morris, Manager School Operations Sherri Kokx, Executive Director Coordinated School Health Pat Sander, Program Manager Coordinated School Health Erin Romanuk, Director Policy and Board Relations Nate Van Duzer, Executive Assistant to the Associate Superintendent for Teaching and Learning Maria Gonzales-Millsap, Executive Director of Curriculum & Instruction and Early Learning Cashel Toner, and Director of Student Support Services, Kari Hanson.

This meeting was attended by guest Associate Vice Chancellor of Workforce and Economic Development for Seattle Colleges Dr. Malcolm Grothe.

Director DeWolf moved to approve the agenda. Director Mack seconded. This motion passed unanimously.

Director DeWolf moved to approve the March 13, 2018 Curriculum & Instruction (C&I) Policy Committee meeting minutes. Director Burke seconded. The minutes passed unanimously.

Board Action Reports (Discussion and/or Action)

Career and Technical Education 2018 Annual Plan for Policy No. 2170

Dr. Caleb Perkins along with Dan Golosman and Jane Hendrickson provided an overview of the Career and Technical Education (CTE) 2018 Annual Plan per Board Policy No. 2170. The plan includes analysis of enrollment in high school, middle school, and Skills Center CTE courses, participation by demographic subgroups, performance target attainment, college credits earned, and academic cross-crediting provided.

Ms. Hendrickson noted highlights of the annual plan including increase in enrollment in middle and high schools. She noted the enrollment increase is due to an increase in offerings in high schools and engagement with principals. Ms. Hendrickson noted participation in budget arenas as an example of engagement.

Director Mack asked about the possible impact on facilities and spaces. Ms. Hendrickson noted no instances of space expansion, just equipment upgrade. Director Mack emphasized the need to work and have conversations with the Operations Department for possible impact on facilities and spaces. Dr. Perkins agreed with Director Mack.

Director DeWolf asked how we are communicating the message to school leaders. Ms. Hendrickson noted through improved programs and replacement of old equipment. She added their participation in budget arenas. Director DeWolf asked how student voice could help shape the CTE program. Ms. Hendrickson noted it would be included under Strategy #7 of the plan, Recruitment and Marketing. She added it is not reflected in the plan this year, but there is an opportunity to be included next year.

Director Harris asked what the community engagement plan is for the summer. Dan Golosman noted their strategies include robo-calls, mailers with translations, a family transition night, postings on social media, PTSA outreach and local press coverage. Director Burke suggested sharing the information with all the Board Directors. Director Harris suggested distributing flyers in the Directors' mailboxes. Director Harris also suggested working with principals and making this element as a part of their C-SIPs.

Dr. Malcolm Grothe the Associate Vice Chancellor of Workforce and Economic Development for Seattle Colleges acknowledged the strong leadership and partnership between Seattle Public Schools and Seattle Colleges.

Director Mack asked how the lack of teacher of color in the programs is being addressed. Dan Golosman noted he is currently working with the Human Resources Department on a plan for a path to grow the teacher cohort and the Instructional Assistant to Teacher pipeline.

Director Harris suggested adding the locations of the programs on page 9 of the plan.

DECISION: Director Mack made a motion to move for consideration as amended to include locations of the Pathways. Director DeWolf seconded. This motion passed unanimously.

Approval for the Contract Amendment with School Data Solutions (Homeroom) for School-Based Implementation of Multi-Tiered System of Support (MTSS) (RFP09615)

Wyeth Jessee provided an overview of this item. Mr. Jessee provided background of the student data portal Homeroom to further implement a Multi-Tiered System of Support (MTSS). Mr. Jessee also briefly demonstrated the use of Homeroom. Director Mack asked if all teachers have access to every student. Mr. Jessee answered access is limited to their rosters.

Director Harris commented on mandating usage and pushback from parents. Mr. Jessee noted usage is currently mandated to be able to access data. Director Burke requested being updated on how usage is being monitored and the plan to increase usage. Director DeWolf commented how the system doesn't show individual stories. Mr. Jessee noted it is more quantitative versus narrative.

Director Mack asked if the \$274,000 is the annual agreement or if it's an additional cost. Mr. Jessee noted it is the annual cost for 54,000 students with 100 hours of customization. Director Harris asked if STAR mentors and Seattle Residency teachers are being trained. Mr. Jessee noted STAR mentors are being trained but not Seattle Residency teachers. Mr. Jessee noted the challenge of contract hours with novice teachers. Director Harris suggested adding professional development opportunities to the Board Action Report.

Director Burke commented on the benefit of Homeroom as a warehouse for data history. Director DeWolf asked if there is a built-in work plan. Director Mack asked if there is a goal to track usage rate. Mr. Jessee noted that it is a logical goal.

DECISION: Director Mack made a motion to move for consideration as amended to include Professional Development opportunities. Director DeWolf seconded. This motion passed unanimously.

Expansion of Native American Educational Programming

Michael Tolley and Gail Morris provided an overview of this proposal to expand the current Native American Educational Programming at additional sites in the district as the need grows for Native American students.

Director Mack asked why this is presented to the Board and if it is a deviation from the budget process. Director Burke commented that due to the complexity of the issue, it is being presented for public transparency.

Michael Tolley noted that funding will be identified out of baseline funds for next year and in the coming years. Director Burke asked to include the funding source and the budget year in the Board Action Report.

Director Harris asked if there has been a response from the Urban Native Education Alliance (UNEA) regarding Indian Heritage High School. Ms. Morris noted she is not aware of a response. Mr. Tolley noted Superintendent Nyland sent the briefing on the proposal to the UNEA.

DECISION: Director DeWolf made a motion to move forward to the full Board for approval as amended to include identification of funding source and budget year. Director Mack seconded. This motion passed unanimously.

Standing Agenda Items

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

Wyeth Jessee provided an update on this item. Some highlights included Homeroom was updated and professional development was provided. Mr. Jessee also noted a plan to hire a Homeroom coordinator.

High School/24 Credits Update

Dr. Caleb Perkins provided an update on this item. Dr. Perkins highlighted a number of engagements and connections with various groups for input. He noted a Public Service Announcement (PSA) and website features were created. Dr. Perkins connected with the Garfield High School student reporter and has had two meetings with the Seattle Education Association (SEA)/Seattle Public Schools (SPS) Joint Committee. Dr. Perkins noted that having an additional survey would not provide clarity and a decision about creating an additional survey will be made at the end of the month.

Dr. Perkins noted one of the main concerns from SEA is teacher overload. Dr. Perkins is continuing to work with SEA with a third meeting scheduled this week. Director Harris asked for a meeting to be scheduled with all master schedulers in the same room.

Instructional Materials Update

Dr. Kyle Kinoshita shared an update on this item. Dr. Kinoshita noted prioritizing based on immediate needs per the new graduation requirements. Dr. Kinoshita named Science, World Languages, Ethnic Studies and Career Technical Education (CTE) as the priority. He noted the next step is to develop an adoption timeline.

Director DeWolf commented about the size of the Health/Social and Emotional Learning program. He asked if the category could be separated to get a sense of cost and a clearer timeline of the adoption cycle. Director DeWolf also commented on the lack of Civics materials.

Director Mack suggested a full Board Work Session around what is listed the adoption of instructional materials overview and also an overview of the 24 Credits topic for a better understanding of the requirements. Directors Burke and Mack suggested scheduling a Board Work Session at the end of the year. Dr. Kyle Kinoshita assured the committee they will be updated around instructional materials on regular basis as a standing agenda item.

Board Policies and Procedures

School Board Policy No. 2200, Equitable Access Quarterly Report

Sharon Kokx provided a quarterly report on Board Policy No. 2200 – Equitable Access to Programs and Services. The report outlined program and service changes reflected in the 2018-2019 school year.

School Board Policy No. 3200, Student Rights and Responsibilities Approval

Pat Sander and Erin Romanuk provided an annual report on Board Policy No. 3200 – Student Rights and Responsibilities with proposed edits that would align with changes made to Board Policy No. 3240 – Student Behavior and Disciplinary Responses.

Director DeWolf asked what the reason is for disciplining lateness and absences with punishment. Ms. Romanuk replied that there is no behavior code related to lateness and

absences. Director Harris asked about updating the Basic Rules. Ms. Romanuk commented that she would look into it and follow up. Director DeWolf asked if teacher discipline by race is being tracked and how school leaders are disciplining teachers. Ms. Romanuk noted this topic is not in her charge.

Special Attention Items

Seattle Preschool Program (SPP) and Seattle Preschool Program Plus (SPP Plus)

Cashel Toner provided an update on final SPP locations and program models, professional development, enrollment and stakeholder engagement. Ms. Toner provided a list of the Preschool Program options and a list of SPP classroom locations for the 2018-2019 school year.

Ms. Toner noted there is an ongoing conversation with the University of Washington and the City of Seattle on professional development. Ms. Toner also noted working with the district's Human Resources Department to develop a professional learning community. She hopes to launch this year and have a more formalized process next year.

Annual Approval of Schools – Continuous School Improvement Plans (C-SIPs) Update

Michael Tolley provided an update on this item on behalf of Chief of Schools Mike Starosky. Mr. Tolley noted that schools are currently in the process of developing their C-SIP plans that will include strong requirements aligned with the Formula for Success and ESSA requirements. Mr. Tolley noted June 15, 2018 is the due date for all C-SIPs and ready for submission in September.

Mr. Tolley noted middle schools would be required to identify their plan for 8th Grade Algebra in their C-SIP. Mr. Tolley shared information with the committee about a work group he started six weeks ago. Mr. Tolley noted the group is currently analyzing the root-cause of why only 14% of African American in 8th Grade complete High School Algebra compared to 55% of White students in the District. Mr. Tolley invited the Directors to attend the weekly Friday morning meeting.

Advanced Learning Update

Jessee Wyeth and Kari Hanson provided an update on this item. Ms. Hanson shared that they are preparing to launch the Advanced Learning Task Force. She noted it would be a four-stage process, which she anticipates will be a 12 to 18 month process.

Director Mack pointed out the resolution attached to the Board Action Report is NOT the resolution that was adopted. **The correct version of the adopted resolution can be found [here](#).** Ms. Hanson assured Director Mack this will be corrected.

Director Mack asked to see the draft charge. Ms. Hanson noted it has not been updated and will add rolling recommendation feature. Director Burke suggested the rolling recommendation should include touch points.

Director Mack commented that Facilities and Student Assignment Plan, and Board Policy No. 2200 should be a part of the packet and be a major consideration on how it will impact enrollment.

Director Harris asked about the Task Force selection process. Ms. Hanson gave an overview of the application process. Ms. Hanson added that she would like to have a Board Director on the Task Force. That Board Director would be recommended by the C&I Policy Committee Chair.

Ms. Hanson will provide the Directors with the charge, the Task Force application packet and work plan by the close of business day tomorrow.

Course Catalog Update

Dr. Caleb Perkins put forth before the committee a plan to bring a Board Action Report on the approval of courses per Superintendent Procedure 2026 at an upcoming C&I Policy Committee meeting. Dr. Perkins noted after reviewing the courses that were uploaded to the District course catalog in school years prior to 2017-2018, they noted some of the courses may have needed to go before the Board given SP2026, but according to available records, did not. Dr. Perkins also reported there would likely be several new course offerings accompanying the full transition to the 24-credit requirement in the 2019-2020 school year. Dr. Caleb's proposal includes a submission of a Board Action Report that addresses both the courses from prior years and potential new courses at a C&I Policy Committee meeting in the fall of 2019. The exact number and names of the course offerings to be approved will be discussed and reviewed over the next few months with the Legal Department and will be included in the final BAR packet.

Director Harris asked if this would be a read-ahead or a Work Session. Director Harris asked that she be copied on future conversations involving this topic.

Director DeWolf excused himself from the meeting at 7:12 p.m.

Curriculum & Instruction Committee Work Plan

In the interest of time, this item was not discussed.

The meeting was adjourned at 7:21 p.m.

Approved by: _____ **Date:** _____