

# **Board Special Meeting**

## **Work Session: Instructional Materials Adoption**

Tuesday, September 25, 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 4:32 p.m.**

**Directors Burke, DeWolf, Mack, Geary, and Harris were present. Director Pinkham joined the meet at 4:36 p.m. Director Patu was not present.**

### **Work Session: Instructional Materials Adoption**

Staff in attendance included: Associate Superintendent for Teaching and Learning Michael Tolley, Chief of Curriculum, Assessment & Instruction Dr. Kyle Kinoshita, Executive Assistant to the Associate Superintendent for Teaching and Learning Maria Gonzales-Millsap, Communications Specialist Hannah Kook, Executive Director of Government Relations, Strategic Initiatives, Policy and Board Relations Erinn Bennett, Director of College and Career Readiness Caleb Perkins, Director of Policy and Board Relations Ellie Wilson-Jones.

Dr. Kinoshita and Mr. Tolley led the presentation.

Director Burke began the meeting by sharing an excerpt from school board policy 2015.

Dr. Kinoshita outlined the purpose of the work session which is to share information and take questions, discuss the need for revision of Policy 2015 and Procedure 2015SP.B and to receive feedback on two different revision approaches. Dr. Kinoshita's presentation topics included: proposed 5-year instructional material adoptions, current adoptions, future considerations in adoption of instructional materials and feedback on two alternatives for revisions of Policy 2015 and Procedure 2015SP.B.

Director Mack asked Dr. Kinoshita to elaborate on the definition of curriculum.

Dr. Kinoshita explained that curriculum at the macro level would be at the state level and at the micro level would be at the teacher level and in between those two levels is the instructional materials which traditionally have been books, videos and other consumable materials.

Director Mack asked which specific courses fit into that curriculum definition and which ones, under the board policy require board approval.

Mr. Tolley noted that the board approves new course content. Dr. Kinoshita added that policy 2026 governs course of study.

Dr. Kinoshita shared a brief history of instructional materials adoption and student improvement efforts from 2009 to present. He shared some background on the priorities of the 5-year cycle: Priority #1 - 2014 Legislature set 24-credit requirement for class of 2019 and beyond and

increased credit requirements and assessments applying to this year's 10<sup>th</sup> graders. Priority #2 – Age and condition of instructional materials. Priority #3 – Equity and opportunity gap factors. Dr. Kinoshita also provided an overview of the implementation plan and timelines.

Director Harris asked why professional development has not been implemented for Since Time Immemorial (STI) if it is a statutory mandate?

Dr. Kinoshita replied that the Ethnic Studies Resolution the board adopted in May 2017 already advocated for teaching about tribal sovereignty in Washington State. \$50,000 of the curriculum adoption budget allocated for ethnic studies will go to train high school social studies teachers. Groups that have been trained include: school librarians, middle school social studies teachers and elementary 4<sup>th</sup> grade teachers.

Dr. Kinoshita further added that Gail Morris has records of teacher who have been trained and that adopting STI as a core curriculum will make the training in the use of STI a necessity.

Director Harris noted the relevancy of English Language Learners (ELL) and the curriculum issues at Concord Elementary is to this conversation.

Director Mack asked what the scope and sequence for the courses look like and asked for clarity around how the standards are tied to when students are being introduced to certain content.

Dr. Kinoshita noted that he is working closely with the Student Support Services Department and ELL departments to make sure their work in Center for Collaborative Classroom implementation is aligned with what is being implemented for the instructional materials adoption as well as the timeline of implementation. Center for Collaborative Classroom is beginning to be addressed in the Multi-Tiered Systems of Support (MTSS).

Director Mack asked about the gap in the other programs such as Advanced Learning or Montessori.

Director Burke acknowledged the magnitude of the topic that couldn't be addressed tonight.

Director Pinkham asked how we could make sure content is consistent throughout the district.

He noted science in particular. Dr. Kinoshita replied that there is a coherent pathway of knowledge that branch out to middle schools, meaning the same program materials for every middle school. The adoption committee will examine how well these will align, which couldn't be done before because the district wasn't adopting.

Dr. Kinoshita is hoping to have another work session on science instructional materials adoption in the near future.

Director Burke suggested making priority #3 – Equity and opportunity gap factors be made priority #2.

Director Burke would like to see the disaggregated data in key subjects when looking at the strategic goals and KPIs and use them as an indicator to provide instructional materials to support those students.

Director Geary asked if, under priority #3 special education was included in the English language adoptions process. Dr. Kinoshita replied that this was not a part of the adoption process; however CCC does have a material, SIPPS, which is devoted to specially-designed instruction. Director Harris asked what it would take to equip all schools with SIPPS. Dr. Kinoshita said he'd look into it, but many schools are acquiring it.

Dr. Kinoshita shared an overview of the implementation plan and timelines in-line with policy 2015 and procedure 2015SP.B.

Directors DeWolf, Pinkham and Mack reiterated the importance of communicating with stakeholders about the instructional materials adoption process.

Director Harris expressed her support and the board's support to move forward with STI. Director DeWolf encouraged clarification around the costs around STI.

Dr. Kinoshita shared future considerations in adoption of instructional materials; the ongoing support cost of adoptions, technology support, inventory and loss control, and action steps.

Dr. Kinoshita explained the gap in policy 2015, clarity issue and asked the board for feedback on the two solutions. He noted that currently, guidance for the adoption process is in three places, policy 2015, procedure 2015SP.B, and policy 2020, which is on waivers to instructional materials, but incongruously has a paragraph with directions to an adoption committee.

Dr. Kinoshita recommended to the Board choosing option #2, rewriting policy 2015 as "typical" WSSDA policy.

Director Burke expressed his support of option #2, saying the current policy was like "Frankenstein".

Director Mack raised concerns about inventory control and our current system.

Director Pinkham asked if we track materials received from other organizations i.e., Mesa.

Dr. Kinoshita noted that we do not currently have a system to track inventory and use of science material in individual buildings.

Director Harris asked why the Department of Technology Services and BTA expended budget for bar coding and inventory control and it's not being used.

Director Burke added that it maybe not about textual materials, but maybe a bigger issue.

Director Burke shared five points to instructional materials adoption policies/procedures. 1) Rename 2015 to "Selection and Adoption of Core Instructional Materials" to better reflect and align with the content and intent. 2) Create new policy 2016 for Approval of Supplemental Instructional Materials. Pull content from 2015SP.C to 2016SP. Policy should be clearly defined and show distinction between board approved instructional materials versus building-based instructional materials. 3) Add appropriate guidance in policy/procedure language to support adoption committee for application of use of digital resources within an adoption. Incorporate into new policy 2016 for supplemental materials. 4) Create more transparent notification/referral process for recommending alternative programs for consideration. 5) Policy and procedure needs to be presented for feedback from the Race and Equity team to eliminate bias.

## **Adjourn**

The meeting was adjourned at 6:04 p.m.