



Curriculum & Instruction Policy Committee

Monday, January 11, 2015, 4:30 – 6:30 pm

Board Office Conference Room, John Stanford Center

MINUTES

1. **Call to Order:** Director Rick Burke called the meeting to order at 4:31 p.m.
 - a. Directors Burke, Geary, Pinkham and Harris were present. Director Geary arrived to the meeting at 4:39 p.m. Assistant Superintendent for Teaching and Learning Michael Tolley staffed the meeting.
 - b. **Approval of Agenda:**
Director Pinkham called for a motion to approve the agenda and Director Burke seconded. The agenda was approved unanimously.
 - c. **Approval of Minutes:**
The motion to approve the minutes was deferred until Director Geary arrived to the meeting. Director Geary called for a motion to approve the minutes as amended and Director Burke seconded. The minutes were approved unanimously.

2. **Agenda Items:**
 - a. **Modification to Spring Academy Contract:**
 1. Michaela Clancy, Director of Special Education explained that this contract modification is being brought forward as an informational item due to a dollar increase to the Spring Academy contract that will cause the contract value to exceed \$250,000. This modification will increase the contract amount by \$125,000 which will bring the revised contract total to \$340,000. Spring Academy was one of the agencies chosen through the original Request for Proposal (RFP) process for proportionate share services. The additional funding will allow the Special Education Department to serve more students for an extended period of time. The contract desk confirmed that this contract modification will not have to go to the full School Board for approval and that it can be presented as informational only.

Michael Tolley had a conversation with Ken Gotsch who believes the contract modification will need to be presented during the Audit & Finance Committee meeting on Thursday, January 14th.
 - b. **SMART Goals #1, MTSS-A, 2, MTSS-B and 3, Special Education Updates:**
 1. SMART Goal #1 MTSS-A - Shauna Heath, Executive Director of Curriculum and Instruction spoke about the Assessment Training Institute (ATI) Seven Strategies for Assessment for Learning that took place on January 7th and 8th. The two day sessions focused on developing teacher understanding of how to use formative practices.

On Tuesday, January 12th, there will be an English Language Arts (ELA) Formative Assessment Training at the Old Van Asselt building. This is a deep dive for 20 schools that committed to the work. Principals and their teacher leaders will work with content experts to look at content standards and how to use common assessments to build out interventions.

On Monday, January 12th and 14th there will be training for career ladder teachers and/or teacher leaders. The goal is to train for a three year block of time. Shauna is hoping to pick up a cohort each year until principals/career ladder teachers/teacher leaders are fully trained.

Michael Tolley mentioned there will be a School Board Work Session on Superintendent SMART Goal #1: MTSS-A on Wednesday, January 27th.

SMART Goal #2 MTSS-B – Bernardo Ruiz, Director of School/Family Partnerships, Equity and Race Relations, spoke about key initiatives that align with the Superintendent SMART Goals and that will have an impact on students. There is an advisory team of people to lead projects – Academics, disproportionality and behavioral. The Continuing Race and Equity Work training for principals will take place during the Leadership Learning Day on Tuesday, January 12th at 8:30 a.m. This year there are 21 Racial Equity Team schools. These schools focus on strengthening culturally responsive pedagogy in the classroom and strategies to decrease and eventually eliminate disproportionality in discipline. The Racial Equity Team implementation is part of the Collective Bargaining Agreement (CBA) with the Seattle Education Association (SEA). Bernardo is a member of the Regional Equity Directors Consortium. This Consortium focuses on collaborating with other regional districts to share promising, and best practices on how to increase academic achievement for every student while closing opportunity gaps as well as to discussing problems of practice on how to ensure educational, and racial equity for every student in the Puget Sound region. The group consists of equity directors from school districts around the Puget Sound region. Melia LaCour is the Executive Director of Equity and Achievement for the Puget Sound Educational Service District and is leading/facilitating this collaborative work among school districts.

Michael Tolley explained that Goals #1, MTSS-A, 2, and MTSS-B have been identified as School Board priorities and the projects supported by this work. Coming from the strategies identified in the Action Plan document, we are moving forward with implementing the project management strategies. The Director for Closing the Opportunity Gap position will be posted. This position was created to help facilitate, track work and assist staff/departments. This position will report to Brent Jones, Chief Strategy & Partnership Officer. Bernardo will send the School Board a list of principal trainings and timelines.

SMART Goal #3 Special Education – The Special Education Department has a Memorandum of Understanding (MOU) with the Office of Superintendent of Public Instruction (OSPI). Last year there was a Revised Comprehensive Correction Action Plan (RC-CAP) on four areas which includes the development of systems/procedures, compliance, fiscal accountability/oversight and retention of central office leadership. This year the focus is on the application of the four primary areas of the RC-CAP in the schools. A representative from OSPI interviewed staff in five of the southwest region schools, reviewed files and observed students receiving instruction. It was a positive visit. The northwest region site visit received verification. The site visits for the southwest region was completed last month. The central region visits will start at

the end of January. Central office is still being reviewed by OSPI. Site visits/interviews will conclude with the northwest and southeast regions. The Special Education Department will receive \$500,000 of the \$3 million withheld by OSPI for the verification of each region as well as central office on the evidence standards listed in the MOU.

There is a large shift in the culture with the special education educators and providers. We want to make sure this is consistent with all 97 schools. The Special Education Department will have to meet all of the listed requirements in the MOU by the end of June 2016. There is a School Board Oversight Work Session scheduled on Wednesday, February 10th.

c. Special Education Update:

1. Wyeth Jessee, Executive Director of Special Education, explained the Special Education Department is looking at isolation, physical intervention, discipline, data management and how to collect, validate, report data and dispute resolution – Working to create an internal way of disputing/settling disputes; how to further broaden parent liaison groups which includes translating documents, monthly meetings with parent groups, update district website to make sure the information is accurate. There will be a recruiting event all day on Saturday, January 30th.

Michaela Clancy, Director of Special Education, mentioned that the service locations for next year have been tentatively identified. The Special Education Department is working on how they can do a continuum of services and working to meet open enrollment deadlines for families. A meeting took place about the Riser program – Working on identifying program locations.

Director Burke spoke about Superintendent Larry Nyland's request for the School Board to be a designee for each SMART goal and offered his colleagues the opportunity to sign up. The committee directors signed up for the following SMART Goals:

- SMART Goal #1 – Rick Burke
- SMART Goal #2 – Scott Pinkham
- SMART Goal #3 – Jill Geary

d. Policy 3246/Superintendent Procedure 3246SP, Restraint, Isolation and Other Physical Intervention:

1. Erinn Bennett, Director of Policy, School Board Relations and Special Projects, discussed the edits in the policy and procedures. Staff just received information from the Office of Superintendent of Public Instruction (OSPI) and they are still in the process of engaging with many stakeholders. The Board Action Report (BAR) for Policy 3246/Superintendent Procedure 3246SP, Restraint, Isolation and Other Physical Intervention will be presented during the February 8th Curriculum & Instruction Policy Committee meeting.

Andrea Schiers, Senior Assistant General Counsel, spoke about OSPI sending the final rules last Friday. The rules go into effect on January 29th. Staff will be incorporating this in the procedures.

Pegi McEvoy, Assistant Superintendent for Operations, provided an update. Cassandra Johnston, President of the Seattle Council of the Parent Teacher and Student Association (SCPTSA) and staff have discussed this policy and have not received any concerns related to the policy, however, they have asked the Special Education PTSA to lead the

work for the SCPTSA. Staff and the Seattle Education Association (SEA) agreed to wait and find out the final rules from OSPI before finalizing input.

Wyeth Jessee mentioned there will be a separate invite sent through the special education parent listserv for January 26th, 5:00 – 6:00 p.m. at the John Stanford Center for Educational Excellence (JSCEE) or feedback can be given to the Special Education Ombudsperson if people cannot attend the meeting. Wyeth spoke about the incidents reports (isolation and restraints). They are moving forward with having one system for all reporting.

Erinn Bennett mentioned the team has started engaging and will continue with the Principals' Association of Seattle Schools (PASS) around the new version.

e. Policy 2170, Career and Technical Education (CTE) Annual Report:

1. Dan Gallagher, Director of STEM and Arts, spoke about the Career and Technical Education Annual Report highlights (it is a strong program and enrollment has increased, etc.) and challenges (accessibility of course offerings across the district, etc.). The report was prepared by Mary Davison, CTE Program Manager, who just retired last Friday. The position will be advertised.

f. Policy 2200, Equitable Access Annual Report:

1. Sherri Kokx, Manager of School Operations, spoke about the Equitable Access Annual Report for programs implemented during the 2015-16 school year. This report is more comprehensive on why program changes were made. Michael Tolley requested Sherri to present the annual report to the Curriculum & Instructional Committee before presenting it to the full School Board. The linked school report explains the Special Education programs in each region. There are big service changes in Special Education and in English Language Learners, including moving the Bilingual Orientation Center from Viewlands Elementary School to Northgate Elementary School. Other changes include the opening of the Fire Science program at Rainier Beach High School, the opening of three preschools (old Van Asselt building, Van Asselt and Gatzert Elementary Schools) and the FareStart Youth Interagency program (culinary and customer service training at Interagency Columbia building).

Director Burke would like staff to create an education inventory document that describes programs, curricular focus, assessments, building blocks, etc. There is a need to develop common language.

g. Policy A01.00, Instructional Philosophy:

1. Shauna Heath explained this is an older policy that needs to be reviewed and updated. It was brought forward to the Curriculum & Instruction Committee and prior committee directors were asked to provide input. There was a request for other policies from other school districts that is related to instructional programs. Shauna provided three examples of instructional philosophy from other school districts (Cherokee County Board of Education, Marionville R-9 School District and Vancouver School District). Shauna is looking for guidance and input from the current committee directors. Erinn Bennett mentioned this will be a full School Board discussion which will be guided by the Curriculum & Instruction Committee. The goal is to bring the policy back to the Curriculum & Instruction Committee on February 8th and present it to the full School Board later in February. Erinn is hoping to get feedback between now and January 25th which will allow Shauna's team one week to collect the recommendations.

Michael Tolley asked how broad do we want to take a School Board policy for community feedback. The directors discussed. Director Burke spoke about the need to identify/recognize active community leaders (PTSA and community advocate leaders as representatives) and suggested doing one round of community feedback.

Shauna Heath mentioned principals as being the links to their communities. We can ask principals to get this information out to their families.

h. Policy 2420, High School Grade & Credit Marking:

1. Shauna Heath explained there are a few changes related to the titles of state assessments. Shauna asked if the committee directors believe, based on Policy 1310 and Superintendent Procedure 1310SP, Policy Adoption & Suspension; Creation of Manuals & Superintendent Procedures, are considered non-substantive? The changes that are being proposed are non-substantive, do not effect intent and do not require School Board approval. Shauna spoke about the edits made to the policy (removal of the test names). Erinn Bennett could not provide feedback because she did not have a chance to review the edits to the policy. The Committee School Board Directors voted unanimously to have the policy go to the full School Board.

i. Committee Work Plan and Goals:

1. Director Burke spoke about the draft copy of the 2016 Work Plan. He combined the 2015 Work Plan, the policy report calendar, several items that were identified as high priority items and included feedback from Erinn Bennett. The directors discussed. Erinn provided thoughts/suggestions and will email her suggested edits to Director Burke. Director Burke asked the committee directors to review the draft work plan and provide feedback.

3. **Adjourn:** The meeting adjourned at 6:52 p.m.

Decision/Follow Up Items