

Board Special Meeting

Curriculum and Instruction Policy Committee

Tuesday, February 11, 2020

Board Office Conference Room, John Stanford Center

2445 – 3rd Avenue South, Seattle WA 98134



Minutes

1. Call to Order

a. This meeting was called to order at 4:30 p.m. by Director Rankin. Directors Rivera-Smith and Hersey were present. Director Hersey left the meeting at 6:45 p.m.

This meeting was staffed by Chief Academic Officer Dr. Diane DeBacker, Executive Director of Curriculum, Assessment & Instruction and Early Learning Cashel Toner, Executive Director of Career and College Readiness Dr. Caleb Perkins, Executive Assistant to the Chief Academic Officer Maria Gonzales-Millsap, Director of Policy and Board Relations Ellie Wilson-Jones, Project Manager Continuous Improvement Marcel Hauser, Project Manager Continuous Improvement College & Career Readiness Emily Harrison, Library Instructional Materials Program Services Manager Darcy Brixey, Chief Legal Counsel Greg Narver, Director of Enterprise Applications and Data Services Nancy Petersen, Executive Director of Department of Technology Services Carlos Del Valle, Chief of Schools and Continuous Improvement Wyeth Jessee, Executive Director of Schools Michael Starosky, Assessment Development Program Manager Audrey Roach, Chief of Student Support Services Dr. Concie Pedroza, Career and Technical Education Program Manager Jane Hendrickson, and Supervisor of Highly Capable Services and Advanced Learning Program Deenie Berry.

b. Approval of Agenda

DECISION

Director Rivera-Smith made a motion for approval of the agenda with the following amendment: Move item 5a: Annual Report: Board Policy No. 2200, Equitable Access to Programs and Services to item 3: Special Attention Items.

Director Hersey seconded the motion.

This motion was passed unanimously.

c. Approval of December 10, 2019 C&I Policy Committee Meeting Minutes

DECISION

Director Rivera-Smith made a motion for approval of the December 10, 2019 C&I Policy Committee meeting minutes.

Director Rankin seconded the motion.

This motion was passed unanimously.

2. Board Action Reports (Discussion and/or Action)

a. Approval of Waiver of one (1) day at Leschi Elementary School Due to an Emergency Closure for an Unforeseen Natural Event

Mr. Narver provided background information on the waiver. Dr. DeBacker emphasized that if the waiver request is not approved, Leschi Elementary School would have to be open one day during the

school year when school is not scheduled or after the regular school year ends to make up for the 180 days required by state law. Director Rankin asked if there was an opportunity mitigate and to provide support to prevent issues in the future. Dr. DeBacker will investigate and discuss with appropriate staff.

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval.

Director Hersey seconded the motion.

This motion was passed unanimously.

b. Approval of Contract for Middle School and High School Yearbooks with Herff Jones

Dr. Perkins and Mr. Hauser presented the Board Action Report. Dr. Perkins and Mr. Hauser highlighted the comprehensive lens of equity for the contract. Discussion ensued. Director Rankin asked what the cost is for individual schools. Mr. Hauser responded that he will inquire and respond accordingly. There were questions asked about equity and how students are given access to yearbooks. Mr. Hauser replied that there is opportunity through the McKinney-Vento program as needed for students in the McKinney Vento program. Director Rankin added that some PTSA groups donate yearbooks to students. Director Hersey commented that services are not advertised widely and should be transparent. Dr. Perkins will reach out to advisors and provide a response to the Board via Friday Memo as to how schools are offering opportunities for access to yearbooks.

DECISION

Director Rivera-Smith made a motion to move this item forward to the full Board with a recommendation for approval.

Director Hersey seconded the motion.

This motion was passed unanimously.

c. Approval of Instructional Materials Committee Membership 2020-2024

Dr. Perkins and Ms. Brixey presented the Board Action Report (BAR) and provided background information on the Instructional Materials Committee (IMC). Some highlights provided by Dr. Perkins and Ms. Brixey included a list of proposed IMC members, their different perspectives, regions, race and ethnicity. It was further explained that the purpose of the IMC is for a group perspective and review and that members of the adoption committee will include the content experts. Furthermore, the IMC will oversee the technical part of the adoption process to make certain that the process is followed as directed by Board Policy No. 2015. Director Rankin asked if the area in which they are listed under is where they live or where they go to school. Ms. Brixey replied that the individuals self-selected. Ms. Brixey and Dr. Perkins noted that the request for members was achieved through emails to various community partners and announcements at principal meetings. Directors Hersey and Rankin expressed concern over the lack of diverse strategies and direct asks from different communities in the recruitment of IMC members. The Directors recommended having various methods of outreach moving forward. Director Hersey suggested using simple language across all communications. Director Rankin suggested including examples of outreach communications in the BAR.

DECISION

Director Hersey made a motion to move this item forward to the full Board with a recommendation for approval.

Director Rivera-Smith seconded the motion.

This motion was passed unanimously.

d. Approval of Revisions to School Board Policy No. 2415, High School Graduation Requirements, and School Board Policy No. 2420, High School Grade and Credit Marking Policy, in Response to House Bill 1599 (HB 1599), Multiple Pathways to Graduation

Dr. Perkins and Ms. Harrison presented the Board Action Report and provided background information. Dr. Perkins touched on the three main changes to Board policies on high school credit earning and graduation: 1) recovering credits by meeting standards on pathways, 2) high school courses taken in middle school and 3) the two-credit waiver. Discussion ensued where questions were asked and answered satisfactorily. Director Hersey urged staff to develop a thoughtful strategy around communications and to make the information easily accessible to families. Ms. Bennett commented that this topic will be included in the C&I Policy Committee work plan to continue the conversation. Director Hersey requested a report of the analysis of the waivers for the next two years. Director Rankin agreed and requested a review of the policy in two years to verify the credit waiver is working as intended. Ms. Bennett will work with Dr. Perkins and Ms. Harrison on keeping the committee informed around the two-credit waiver.

DECISION

Director Hersey made a motion to move this item forward to the full Board with a recommendation for approval with recommended changes.

Director Rivera-Smith seconded the motion.

This motion was passed unanimously.

3. Special Attention Items

b. Assessments Update

Ms. Roach provided an update on assessments and highlighted the replacement for CenterPoint interims due to the vendor's inability to meet the Americans with Disabilities Act (ADA) compliance, with Smarter Balanced Assessment (SBA). Discussion ensued where questions were asked and answered satisfactorily.

b. Student Laptop Program

Mr. Del Valle and Ms. Petersen provided an update on the Student Laptop Program. Highlights of the updates included the current status of the plan, learnings from high school program to date and the development of a Board Action Report through the Operations Committee for approval to use \$12.5M from BEX V funding to complete the program and to accelerate the high school laptop roll-out to all students to complete in fall 2020. Equitable issue for personal devices was discussed. Director Hersey expressed concern over laptop access to 3rd graders of the 13 Schools of Promise and how this impacts the Strategic Plan goal for 3rd grade literacy. A question was asked about repurposing older laptops. Ms. Petersen verified that laptops go through a four-year cycle as they become harder to support as they get older. Ms. Petersen added that some machines are used up to its fifth year as loaners.

c. C-SIPs Process Update

Dr. Starosky provided an update on the Continuous School Improvement (C-SIP) process. He reported on the process to date, initial results from focus groups and possible future C-SIPs goals for consideration. Dr. Starosky highlighted feedback among stakeholders in the focus group, to have C-SIPs be approved for multiple years rather than the current process of doing them annually. Director Rankin expressed less concern over the logistical proposal and greater concern over the content of the C-SIPs and the supports for principals and Building Leadership Teams. Discussion ensued where questions were asked and answered satisfactorily.

d. Student Support Services Update

Dr. Pedroza provided an update on the high school Advanced Placement and International Baccalaureate programs, the same information also shared in the December 20, 2019 Friday Memo. Dr. Pedroza shared some highlights of the work her team has completed. Dr. Pedroza also introduced Student Support Services Program Manager Jackie Cable and Supervisor of Highly Capable Services and Advanced Learning Program Deenie Berry. A brief discussion ensued where questions were asked and answered satisfactorily.

e. Annual Report: Board Policy No. 2200, Equitable Access to Programs and Services

Mr. Jessee provided a summary of programs and services and explained that the shifts were mostly due to enrollment. A brief discussion ensued where questions were asked and answered satisfactorily.

4. Standing Agenda Items

a. Ethnic Studies Update

Dr. DeBacker shared the Ethnic Studies Work Plan 2019-2024 as part of her Ethnic Studies update. She reported that six courses have been cross-credited as she referenced the draft course description handouts. Discussion ensued. Director Rankin asked if the work in the work plan required staffing. Dr. DeBacker replied that some of the work could stand by themselves and some such as the social justice standards, needed someone to work on the community engagement as advised by the Superintendent. Director Rankin asked if the advisory committee is currently working. Dr. DeBacker verified that they are not currently participating in the work at this time. Dr. DeBacker shared that a Request for Proposal (RFP) is moving forward and will be posted tomorrow for temporary services for an expert who can continue the work between now and June 2020 to work on the work plan, engagement and the adoption committee. Director Rankin expressed concern about the Superintendent forming an advisory committee when there is an existing advisory group. She continued to explain that there is concern over the perception of removing the Ethnic Studies Program Manager and disregarding the work of the existing advisory group to create a new group. Dr. DeBacker indicated that the current advisory group is a working group charged to work on the projects listed in the work plan and that she has reached out to the advisory group multiple times and has not received a response. Dr. DeBacker explained that the new group would be an advisory council to the Superintendent, a structure similar to the Superintendent's Highly Capable and Racial Equity Services Advisory (HC/RESA) group.

b. Science and Instructional Materials Committee Membership

Ms. Toner provided an update on the Science instructional materials. Ms. Toner's highlights included an update on the Board Action Report on the High School Science Instructional Materials and professional development. A brief discussion ensued where questions were asked and answered satisfactorily.

c. Strategic Plan Goals 4 and 5: Goal 4 - Grade On-Track and On-Time Graduation and Goal 5 - Graduating Ready for College and Career

Dr. Perkins shared an update on the progress the College and Career Readiness team is making with regards to the Strategic Plan goals 4 and 5. Highlights of Dr. Perkins update included a report on the 25 work group members, a list of objectives of the work group meetings, and information on Key Performance Indicators (KPIs). A brief discussion ensued where questions were asked and answered satisfactorily.

d. C&I Policy Committee Work Plan

Director Rankin indicated that she received feedback from the other Directors on identifying policies and conversations they wish to work on through the calendar year. Director Rankin will share the list with Ms. Bennett and Dr. DeBacker via email and plan for next steps.

5. Board Policies and Procedures

Item 5a was moved to item 3, Special Attention Items.

The meeting was adjourned at 7:02 p.m.

Approved by: _____ **Date:** _____