

BOARD MEETING MINUTES

October 22, 2018

Call to Order

President David Wilson called the Regular Board Meeting of the Shoreline Board of Directors to order in the Board Room of the Administrative Offices at the Shoreline Center at 7:00 p.m. on October 22, 2018, followed by the flag salute.

Roll Call

Present: David Wilson, President; Heather Fralick, Member; Dick Nicholson, Member; Dick Potter, Member (*attended remotely via conference phone*); and Saagar Mehta, Shorewood Student Representative. Soumya Keefe, Shorecrest Student Representative, was in the audience. President Wilson welcomed the Shorecrest Civics students who were also in the audience.

Absent: Mike Jacobs, Vice President

Approval of Minutes

The minutes of the October 8 Regular Board Meeting were approved as submitted.

Adoption of Consent Agenda

The following consent agenda was presented for approval:

- a. Acceptance of Gifts, Grants, Donations
 - 1) Cascade K-8 - \$6,500 – Cascade K-8 PTSA – Field Trips/Classroom Enrichment
 - 2) Cascade K-8 - \$8,600 – Cascade K-8 PTSA – ASB Fall Camp 2018
- b. Adoption of Resolution 2018-20, Declaration of Unclaimed Property
- c. Approval of 2018-2019 VEBA Memorandum of Understanding with Shoreline Maintenance Employees
- d. Early Learning Center – New Building and Site Work Project – Approval of Change Order #02 – BNBuilders, Inc.
- e. Approval of Extended Field Trips
- f. Approval of Personnel
 - 1) Certificated
 - 2) Classified
- g. Approval of Vouchers

MOTION NO. 2: Mr. Nicholson moved that the Board adopt the consent agenda, which is attached hereto and becomes a part hereof. The motion was seconded by Mr. Potter and carried unanimously.

As of October 22, 2018, the Board, by a unanimous vote, approved for payment those vouchers described as follows: Reconciliation of Warrants Issued Between September 28 and October 5, 2018 - General Fund Warrants #73301-73319, 73325-73394, 181900110-181900116, 181900120-181900146, 73445-73455, 73464-73557, 181900153, 181900154-181900178, and 181900184, in the amount of \$540,231.89; Capital Projects Fund Warrants #73320-73324, 73395-73396, 181900117-181900118, 73456-73463, 73558-73559, 181900179, and 181900185, in the amount of \$1,444,562.12; and Student Bond Fund Warrants #73397-73444, 181900119, 181900147-181900152, 73560-73611, 181900180-181900183, and 181900186, in the amount of \$77,859.41; for a grand total of \$2,062,653.42.

President Wilson expressed gratitude for the generous donations from the Cascade K-8 PTSA, one in the amount of \$6,500 for field trips and classroom enrichment, and another in the amount of \$8,600 for the 2018 ASB Fall Camp.

Reports and Presentations

Student Discipline Update

Rebecca L. Miner, Superintendent, presented (on behalf of Brian Schultz, Assistant Superintendent)

The proposed modifications are in response to significant amendments by the Office of the Superintendent of Public Instruction (OSPI) over a two-year period to its student discipline regulations, some of which became effective in August 2018 and others will be effective July 1, 2019. State statutes (primarily Chapter 28A.600 RCW) and OSPI regulations in Chapter 392-400 WAC govern the types of discipline the District may use in response to student misconduct. Pursuant to those legal authorities, the District has adopted Policy/Procedure 3300, which contain rules of student conduct, and Policy/Procedure 3310, which contain detailed information about when various types of discipline may be used, the notice due to families, and students' other due process and appeal rights.

Assistant Superintendent Brian Schultz has been working with principals on the implementation of these changes, which relate primarily to secondary schools.

Rule changes effective in 2018-2019:

The District must provide educational services to suspended students.

Old rule: The District had no legal obligation to provide educational services to general education students excluded from school, such as during a suspension or expulsion.

New rule: The District may not suspend the provision of educational services to a student in response to "behavioral violations," meaning student behavior that violates the conduct code in Procedure 3300P. (WAC 392-400-610)

The District may provide educational services in an "alternative setting," which may include alternative high schools, 1:1 tutoring, alternative learning experiences (ALEs) that meet state requirements, and online learning (a type of ALE). Additionally, starting in 2019-2020, WAC 392-400-110(1)(h) will require district policy/procedure to describe the types of educational services offered during exclusion.

Significance: The District will need to adopt a "menu" of educational services that may be provided during suspension or expulsion. In-school suspensions under the supervision of certificated staff (for short-term suspensions only), 1:1 tutoring, and ALE programs (both online and in person) are likely potential options.

The District must treat students sent to the principal's office for more than the balance of a school day as suspended.

Old rule: WAC 392-400-290 allowed "emergency removal" of a student from a class, subject, or activity area to the building principal's office until the danger or threat posed by the student ceased, or the principal acted to impose corrective action, without that removal being considered a "suspension." The principal was required to meet with the excluded student no later than the start of the next school day.

New rule: A classroom teacher (or other personnel, if authorized by the District) may perform a "classroom exclusion" by excluding a student from the classroom or instructional or activity area to another part of the school (e.g. the principal's office) for up to the balance of the school day. (WAC 392-400-330) If the exclusion exceeds the school day or the student is removed from school, the District must use the procedure for a suspension or expulsion. The teacher and principal also have new notice and reporting requirements.

Significance: Classroom exclusion is similar to the prior concept of emergency removal. However, the new rules make clear that when a student remains in the principal's office or other location in the school that is not the classroom for more than the balance of the school day, the District must follow the procedure for a suspension or expulsion.

Behavior agreements are limited to one academic term.

Old rule: The District had to allow suspended or expelled students to apply for readmission at any time. The District sometimes entered “readmission agreement” allowing students to return to school earlier in exchange for agreeing to drug/alcohol treatment, behavior plans, or other requirements.

New rule: The rules mention behavior plans specifically for the first time, although such plans are limited to the length of one academic term (i.e., semester). Such plans may be conditioned on a student participating in a treatment program. The District must have written policies/procedures authorizing such agreements. Students are still allowed to apply for readmission at any time when suspended or expelled (separate from reengagement meetings and plans).

Significance: The District may not impose readmission agreement/behavior agreement terms that exceed one academic term.

The District may not suspend students for absences or tardiness.

Old rule: OSPI allowed academic grade or credit in a particular subject or course to be adversely affected due to tardiness or absence only in certain circumstances. Suspensions and expulsions were allowed for unexcused absences in limited circumstances.

New rule: The District may not suspend or expel a student for absences or tardiness. In addition, no form of “discipline” (i.e., corrective action) may be imposed in a manner that “would prevent a student from completing subject, grade-level, or graduation requirements.” (WAC 392-400-430(3)(b))

Significance: The District may not use suspension or expulsion of any length in response to absenteeism or tardiness. It remains unclear to what extent the District may deduct points for absences or tardiness when such points do not prohibit the student from completing subject, grade-level, or graduation requirements.

Rule changes effective in 2019-2020:

In-school suspension is authorized, with some limitations.

Old rule: OSPI regulations did not discuss in-school suspension.

New rule: WAC 392-400-435 explicitly allows in-school suspensions as a form of short term suspension, provided school personnel are physically in the same locations as the student to provide direct supervision and are accessible to offer support to keep the student current with assignments and course work for all regular subjects or classes.

Significance: In-school suspension may become a useful method to provide services during a short-term suspension (one of up to 10 consecutive school days). Notably, the rules indicate that in-school suspension is not an option to provide educational services during a long-term suspension or expulsion, although the rules elsewhere discuss alternative high schools and ALEs as options.

Expulsions may not be used unless the District determines a student poses an imminent danger.

Old rule: Expulsions could be used where a student violated school district rules and the nature and circumstances of the violation reasonably warranted the harshness of expulsion.

New rule: The District must determine that if the student were to return before an expulsion, he or she would pose an imminent danger to students or school personnel. WAC 392-400-445(2)

Significance: Again, it is possible severe conduct otherwise supporting an expulsion will not result in the student posing an imminent danger, precluding use of expulsion.

Director Nicholson asked if the one-on-one tutoring entailed hiring of staff. Superintendent Miner responded that it does and typically, such tutoring takes place at the Shoreline Center in a place where they are visible to other staff.

Director Potter asked if given that some of these revisions are in effect for the 2018-2019 school year, will the student rights and responsibilities handbook be revised and if so, how soon will the revised editions be distributed to our students? The handbooks were not sent out this year with the calendars in order to wait for the rulemaking; they did go out with the correct information just a little later than normal. Director Potter also asked for clarification regarding the last slide that referenced expulsion of students only for posing an imminent danger to students or school personnel—does that mean if a student did severe vandalism to a school, they could not be expelled for that anymore? Superintendent Miner responded that yes, she believed that to be the case.

Director Fralick inquired about the online learning option. Does that mean the classroom teacher would be tasked with additional duties in order to oversee the lesson plans? Often, this is administered through a pre-existing program, such as Apex or the Shoreline Virtual Learning option rather than the student's classroom teacher.

July 2018 Financial and September 2018 Enrollment Update

Presenters:

Marla S. Miller, Deputy Superintendent

Mark Spangenberg, Director of Finance and Business Services

Mr. Spangenberg announced that the ending fund balance as of July 31 was \$15,699,363, which is projected to drop further by year-end. The beginning fund balance for 2017-2018 was \$17,219,556, which reflects that the District is spending down the fund balance.

Enrollment for September is 29 students above this time last year at the elementary level; 74 below last year at the middle school level; 12 students less than last year at the high school level; and 227.75 FTE below budgeted projections for 2018-2019. The numbers for October aren't yet finalized but they are looking better than September. The impact of enrollment coming in below the budgeted numbers is that we don't receive the projected revenues which makes it incumbent on the District to ensure that the expenditures are balanced out so as not to overspend relative to the reduction in revenue. Ms. Miller indicated that at this point, we are in a position to be able to present a plan that will balance it out without having to make significant changes in the budget plan or the operating expectations for the year.

Director Nicholson asked if the demographic consultant was still involved in reviewing enrollment projections. Ms. Miller responded that yes the demographer is working with the updated enrollment numbers (October) and formalizing a proposal to update the projections; she expects that it will be completed fairly quickly. The first level of analysis will be projections for next fall, with the long-term, deeper analysis of what occurred this year in relation to neighboring school districts to come at a later time. Ms. Miner added that at her multi-district superintendents' meeting, it was announced that they don't know for sure that there has been a drop in enrollment statewide, but it does appear that no one, so far, has been able to account for all of the lost King County students. They will know more once all the state data is in.

Director Potter stated that the previous work of the demographer used the "medium" projection lines. Is that still the case or are we now in the "low" projection line? The most recent work placed Shoreline on the low projection line, and Ms. Miller anticipates that the revised report will still be in the low line but possibly lower. She believes, however, that his expectation is that Shoreline will continue to grow in enrollment over the coming years but at a slower pace. Director Potter asked if the demographer consults with charter and private schools to see if they also are experiencing enrollment declines and the response was that he does

and that additionally he studies birth data and out-migration and in-migration. He is able to work with the data at an anonymous student level to determine if students showed up in another part of the state. Ms. Miner reported that the Puget Sound ESD is planning to do some sampling of private schools regarding this same issue.

Board Requested Discussion

None

Comments from the Community

The following individual spoke:

- Tatum Smith, Shorecrest Senior – Over the weekend, she attended the Washington State PTSA Legislative Assembly. The goal was to determine the legislative platform for the next two years. Shoreline was well represented with 15 of the almost 200 voting delegates. She proposed an amendment to the gun control issue so that the Washington State PTSA would not support the arming of school staff and it passed. The Washington State PTSA priorities are: social-emotional learning, school construction simple majority for bonds, preventing gun violence, strategies to address the teacher shortage, and strategic K-12 investments to close gaps.

Action Items

Adoption of Revisions to Policy 2108, Learning Assistance Program

Ellen Kaje, Ph.D., Director of Categorical Programs and Academic Support, presented.

These proposed revisions were presented for first reading at the Board's October 8 regular meeting. This policy was previously titled, "Remediation Programs." The revisions include a change to the title (Learning Assistance Program) as well as the addition of verbiage regarding the selection process, use of best practices, coordination with other programs and annual reporting to OSPI for the Learning Assistance Program (LAP).

MOTION NO. 3: Ms. Fralick moved that the Board adopt the revisions to Policy 2108, Learning Assistance Program, to be effective October 22, 2018. The motion was seconded by Mr. Nicholson and carried unanimously.

Adoption of Revisions to Policy 4103, Title I Parent and Family Engagement

Ellen Kaje, Ph.D., Director of Categorical Programs and Academic Support, presented.

These proposed revisions were presented for first reading at the Board's October 8 regular meeting. This policy also included a name change, as well as addition of specific language regarding the use of Parent and Family Engagement (PFE) set-aside funds and information as to how parents and families are included in the annual evaluation of the policy. Policy 4103 has also been revised to reflect new terminology and requirements as a result of the Every Student Succeeds Act (ESSA).

MOTION NO. 4: Mr. Potter moved that the Board adopt the revisions to Policy 4103, Title I Parent and Family Engagement, to be effective October 22, 2018. The motion was seconded by Ms. Fralick and carried unanimously.

School Board Reports and Communications

Mr. Mehta reported on last week's homecoming events at Shorewood. The seniors swept the competition among the four classes and celebrated in style with a rousing rendition of "We are the Champions." Many seniors will be very busy in the next few weeks with UW application and early action deadlines coming up during the half of November. The PSAT is scheduled to be administered on Wednesday, October 24 to

sophomores and juniors, and the second Student Council meeting of the year is scheduled for Thursday, October 25. It is hoped that the next Race and Equity forum will be scheduled soon to make up for the one that was cancelled due to the lockdown.

Ms. Keefe reported that approximately 20 Shorecrest students had a meeting with Eric Caldwell, Director of Instructional Technology, to discuss the possibilities for new high school technology options (Chromebooks or iPads). Prior to this board meeting, there had been a flu shot clinic at Shorecrest from 3-6 p.m. The annual empathy assembly took place on October 18. This is a great platform for students to share stories and experiences, which builds community support at the school. In ASB, students are in the process of gathering applications for future site council (2) and justice (2) representatives; interviews will be conducted in order to make those selections. The sophomores are taking the PSAT on October 24; the mobile dentist will be at Shorecrest on October 25; and the football team will be playing in a playoff game at Shoreline Stadium (due to an improved record) on October 26.

Mr. Nicholson attended a KCDA meeting the previous week—the new website is live and has been well received.

Ms. Fralick participated in the all school, 15-mile bike extravaganza fundraiser at Cascade K-8. She also attended the Hamlin Haunt, a City of Shoreline event, which was attended by many district families.

Mr. Wilson attended several orchestra and choir events. He also visited and toured Briarcrest with Principal Nessian. “The Shorewood Homecoming Assembly was very, very loud but very special.”

Executive Session

President Wilson announced at 7:39 p.m. that the Board would be convening in Executive Session for approximately 30 minutes to consider the minimum price at which real estate will be offered for sale or lease and that no action would be taken. The Board convened at 7:46 p.m. and at 8:15 p.m. Superintendent Miner announced that the Executive Session would continue for an additional 30 minutes.

Adjournment: 8:35 p.m.

David Wilson, School Board President

Attest: November 5, 2018

Rebecca L. Miner, Secretary
Shoreline Board of Directors

All documents referenced in the minutes may be viewed in the Superintendent’s Office during normal business hours.