

BOARD MEETING MINUTES

January 28, 2019

Call to Order

President Mike Jacobs 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 January 28, 2019, followed by the flag salute.

Roll Call

Present: Mike Jacobs, President; David Wilson, Vice-President; Heather Fralick, Member; Dick Nicholson, Member; Saagar Mehta, Student Representative (SW); and Soumya Keefe, Student Representative (SC).

Absent: Dick Potter, Member.

Approval of Minutes

The revised minutes of the January 14 Regular Board Meeting and January 15 Study Session were approved as submitted.

Adoption of Consent Agenda

The following consent agenda was presented for approval:

- a. Adoption of Resolutions 2019-1, Annual Write-Off of Uncollectible Accounts Receivable and Resolution 2019-2, Declaration of Uncollectible Non-Sufficient Fund (NSF) Checks
- b. Authority to Purchase Four (4) School Buses
- c. Approval of Head Start Representation by Shoreline Children's Center Association (SCCA) and Shoreline Educational Support Professionals Association (SESPA)
- d. North City Elementary Campus Modernization Project, Phase 3 – Authority to Enter Into Architectural Contract – Studio Meng Strazzara
- e. Approval of Extended Field Trips
- f. Approval of Personnel
 - 1) Certificated
 - 2) Classified
- g. Approval of Vouchers
- h. North City Elementary Campus Modernization Project, Phase 2 – Electrical Upgrades – Final Acceptance – Brink Electric, LLC

MOTION NO. 17: Mr. Nicholson moved that the Board adopt the consent agenda, which is attached hereto and becomes a part hereof. The motion was seconded by Ms. Fralick and carried unanimously.

As of January 28, 2019, the Board, by a unanimous vote, approved for payment those vouchers described as follows: Reconciliation of Warrants Issued Between December 28, 2018 and January 11, 2019 - General Fund Warrants #75164-75206, 181900690-181900714, 75224-75281, 75285, 75286-75354, and 181900720, in the amount of \$518,729.45; Capital Projects Fund Warrants #75207-75216, 75282-75284, and 181900721, in the amount of \$3,515,748.35; and Student Bond Fund Warrants #75217-75223, 181900715-181900719, 75355-75382, and 181900722, in the amount of \$90,481.32; for a grand total of \$4,124,959.12.

Reports and Presentations

First Reading: District Instructional Materials Committee (DIMC) Recommendations
Maria Stevens, Director of Teaching and Learning, presented.

DIMC had one recommendation for this first reading:

- *Homegoing*, core material, 12th grade AP English

Homegoing is recommended by College Board for this course and it aligns with the standards and expectations for the AP curriculum for 12th grade.

The English Language Arts Articulation Committee also reviewed this text and commented that the novel has rich, timeless content and will be a great addition to the 12th grade AP classroom. The narrative contains sensitive topics (race, sex, violence) and mature language, which will require a skilled, guided approach to instruction.

Homegoing was unanimously approved by DIMC for use in 12th grade AP English. If any board members would like to review this material, it is available for check out in the Instruction Department.

November and December Financial Update and December 2018 and January 2019 Enrollment

Marla S. Miller, Deputy Superintendent and Mark Spangenberg, Director of Finance and Business Services, presented.

The effect of the lower enrollment than budgeted won't be seen until the January Cash Flow Report, since apportionment is paid on budgeted enrollment rather than actual for September through December. The revenues shown on the report reflect that the District has 211 more students than actual. Beginning in January, the state will prorate that enrollment reduction over the remainder of the year. In an earlier presentation, there was a discussion regarding possibly withholding last year's carryover to the buildings in order to ensure there were ample funds to account for the reduced revenue. However, based on calculations, the carryover has been released and the message was communicated to the buildings just after winter break.

The projected total ending fund balance as of December 31 is just under \$20 million. Director Nicholson inquired about the cause for the reduction in reserves from budgeted for November and December and the higher than budgeted expenditures. Ms. Miller responded that in part, this is due to a catching up process that occurs in September, October and November of collective bargaining settlements with the various employee groups. This includes retroactive pay that is paid during those months. The consent agenda for this meeting included a settlement with Head Start employees that involves retroactive pay. February will be the first month of just paying staff for what they are owed for the month. Mr. Spangenberg added that another significant expenditure that is paid in September is the District's annual risk management bill.

In enrollment, the District is at 9,528 students for January, which was 75 less than a year ago and 216 FTE below the budgeted enrollment. Enrollment projections for 2019-2020 will be presented to the Board in February. The most conservative method projects an overall increase of 53 students across the district. An update from the demographer was just received on the topic of what occurred in the Puget Sound area in terms of school enrollment. Ms. Miller shared from the report that one year's worth of data is a *data point*; two years with a similar experience is a *concern*; and three years is a *trend*. So currently, we have one *data point* that was an anomaly across the Puget Sound region. The District will take conservative measures in planning for the fall.

Elementary Schools: Classroom Capacity and Program Options

Marla S. Miller, Deputy Superintendent and Brian Schultz, Assistant Superintendent, presented.

With the growth in District enrollment and State funding for reduced class sizes in grades K through 3, the District has an ongoing need for additional elementary classrooms. Using data from the recently-updated Kendrick Long Range Enrollment Project, coupled with classroom use information from elementary administrators, several options have now been identified for incorporating the use of the classrooms at North City Elementary School into the resources available to meet the District's elementary educational program needs.

In 2018-2019, the District began a partial implementation of the state-mandated smaller class size initiative (kindergarten only). As noted above, enrollment projects were updated in November following the enrollment shortfall. The Edwin Pratt Early Learning Center opened in January, freeing up additional elementary classrooms.

The implementation of smaller class sizes in grades K-3 at all elementary schools will take place. The new Parkwood Elementary School will open in September and the classrooms at North City will become available. In 2020-2021, the 6th grades will move to the new Einstein and Kellogg Middle Schools. All elementary schools will gain K-5 capacity due to the availability of the 6th grade classrooms.

The following considerations for increasing elementary capacity were reviewed with the Board:

Smaller class sizes

- State funding is available to reduce class sizes in grades K-3 (use it or lose it)
- Smaller classes require more classrooms
- Data analysis indicates most but not all elementary schools have space to add K-3 classrooms (alternative methods are possible for implementing smaller class sizes at schools with inadequate classroom space)
- Classroom capacity variables: special programs placed in the schools; projected enrollment within the current school boundary; number of classrooms available for general education classes

Availability of North City Elementary

- Beginning in 2019-2020, North City Elementary is available to provide additional classroom capacity
- Possible options include:
 - ✓ Re-open as a neighborhood school
 - ✓ Serve as a location for special programs

North City variables include:

- Remaining construction activity at North City
 - ✓ HVAC upgrade (summer 2019)
 - ✓ Electrical upgrade related to HVAC (summer 2019)
 - ✓ Flooring replacement in remaining wings (summer/fall 2019)
 - ✓ Field update (following above)
- Main office, gym, library, classroom wing not impacted by remaining floor work – could be occupied

Special education program review

- Third party program review completed in August 2018
- District stakeholder committee is meeting now to develop recommended responses to program review report
- Impact on elementary special education program offerings is unknown at this time
 - ✓ Services offered
 - ✓ Location of services offered

Monitoring Highly Capable trends

- Implementation of Highly Capable services at neighborhood schools has had an impact on enrollment in the two magnet program locations (Meridian Park and Ridgecrest)
 - ✓ More students are receiving services at their neighborhood school
 - ✓ Appears may be trending toward smaller enrollment in the magnet programs
- Impact on elementary Highly Capable program offerings is unknown at this time:
 - ✓ Services offered
 - ✓ Location of services offered

Steps for moving forward include:

- Develop recommendation for long-term use of North City Elementary
 - ✓ Contract with consultant to assist with process
 - ✓ Engage stakeholder input
 - ✓ Bring recommendation to the School Board by November 2019
 - ✓ Take steps required to implement Board's decision

- Consider moving overflow kindergarten program from Meridian Park to North City
 - ✓ Data analysis indicates the majority of kindergarten students in the overflow program in 2019-2020 are likely to be from eastside schools currently over capacity: Briarcrest, Lake Forest Park, Ridgecrest
 - ✓ Other schools are likely to have smaller numbers of kindergarten students that will need to be assigned to the overflow kindergarten program

Director Nicholson asked if there would be traffic problems at North City given the Sound Transit activity that will be coming into the 185th Street corridor. There have been some discussions with Sound Transit on this topic but there will be more to come. The impacts will not just be to North City but also all along the east side of the freeway as they build structures and take over properties in that area. The District has shared bus routes based on current data (subject to change every year) with Sound Transit and they have begun development of a schedule as to when specific streets will be closed down. Director Nicholson also reported that constituents have informed him about their desire to have the North City campus returned as a neighborhood school. Ms. Miller responded that the recent upgrades have been very well received by those using the campus.

Director Fralick asked if there was a plan for how to move forward with transporting overflow kindergartners to North City. Ms. Miller responded that the District currently moves students around the district for different programs. From early conversations with the Transportation Department, it appears that the concentration would be mostly from the eastside schools mentioned earlier (Briarcrest, Lake Forest Park and Ridgecrest). Transporting students from other sites would not be much different from what is currently being done for students in specific programs. There will be some changes in the fall as a result of different program requirements. For example, Parkwood is generally a walking school but due to their current location at North City, almost every student is being transported. That will change in the fall when those students return to Parkwood, which will free up bus routes.

Director Fralick also asked about the west-side schools that are at capacity and how moving kindergartners to North City would shift the classroom space for those sites. Ms. Miller responded that in analyzing the number of students moving out (6th graders) at some schools compared to the number coming in (kindergarten), there could be one or two additional schools that may be sending students to North City. Additionally, as Mr. Schultz stated, elementary principals can very easily calculate how many students will be moving up to grades 1-5 in their buildings.

Director Nicholson inquired about the capacity of North City. The response was that the number of students depends on what programs/grades are there but the number of classrooms is right around 20-21.

Mr. Mehta asked what type of Highly Capable services are being offered in the neighborhood schools that might be deterring students from enrolling in the magnet programs. Mr. Schultz responded that students receive their English language arts (ELA) within their program and math is at level placement. He also mentioned that he prefers to think that they are making a conscious choice to stay in their neighborhood schools because they are able to get those advanced services. As a reminder, Superintendent Miner stated that formerly, if students didn't attend one of the magnet Highly Capable programs, they were opting out of it. But now we offer the ELA and math services in the individual elementary buildings.

Board Requested Discussion

None

Comments from the Community

The following individuals spoke:

- 1) Nauko Grimlund, Meridian Park/Einstein Parent – Expressed concern about the all honors initiative for middle school students and the possibility of leaving Highly Capable students behind. Concerned that her daughter will miss out on the camaraderie of the HiCap cohort in 6th grade.
- 2) Linda Tsai, Einstein Parent – Shared some of the messaging from the Gifted Education Day in Olympia the previous week. Highlighted Senate Bill 5354 (handout provided) and House Bill 1641 which address universal screening to occur at least once in or before second grade and sixth grade during the school day, professional development of principals and counselors, teacher preparation programs, appropriate staffing in the OSPI Highly Capable office, and equitable transportation services for Highly Capable families.
- 3) Pam Simpson, Kellogg Teacher and Parent – Spoke about her personal experiences as a teacher and as a parent of Highly Capable students in the district in regard to the new all honors initiative for middle school students. Cautioned about not thinking of Highly Capable as “better than” but rather “different than”.

Action Items

Approval of Middle School Committee Recommendations

Presenters:

- Brian Schultz, Assistant Superintendent*
- Anzara Miller, Director of Professional Practice*
- Maria Stevens, Director of Teaching and Learning*

The recommendations of the Middle School Committee were presented to the Board at the January 14 regular meeting. The presenters again reviewed the Committee charge, considerations of the Committee and the process used.

The first recommendation is as follows:

Program Offering: Honors Recommendation

The Middle School Committee proposes that ALL middle school students take academically rigorous courses in Honors Science, Honors ELA and Honors Social Studies.

- Teachers will receive professional development focused on but not limited to: high expectations for all students, culturally responsive practices, recognizing implicit bias in instruction and interactions with students, scaffolding curriculum for student success and differentiated instruction.
- The Instruction Department will examine course delivery models for math.
- The Instruction Department will examine scope and sequence for 6-7-8 science as 6th graders will now have access to labs and consistent science instruction.
- ***Committee vote: 28/28, 100%***

Ms. Stevens reviewed the following recommendations of the Secondary Highly Capable Review Committee, approved by the Board in June 2018.

Secondary Highly Capable Review Committee Recommendations:

- Have an annual process to “opt in” or “opt out” of services for those students identified as Highly Capable and provide that option to families and students
- Pursue strategies/models to provide social emotional support for Highly Capable students
- At the middle school level, students will be grouped in cohorts for ELA and math. When insufficient numbers are identified to compose full classes, HiCap students will be clustered with additional students being added to create full classes
- At high school, maintain current AP class offerings
- At high school, explore creation of AP Capstone course

IMPLEMENTATION:

Phase 1 (2018-2019):

- Highly Capable students are clustered in ELA and math
- Begin exploration of AP Capstone diploma

Phase 2 (2019-2020):

Students will be grouped in cohorts for ELA and math. When insufficient numbers are identified to compose full classes, HiCap students will be clustered with additional students being added to create full classes.

Ms. Miller reviewed the remaining recommendations of the Middle School Committee:

Program Offering: Electives

Middle school elective offerings allow students to exercise choice by selecting interest-based courses. Programming provides sequential courses for depth as well as stand-alone courses for exploration. Options will be challenging and developmentally appropriate, leading students toward opportunities that will enrich their lives.

- 6th graders will have the ability to take **quarter-long** electives from a designed menu of choices. Students may also choose a year-long elective in combination with quarter electives.
- In addition the Committee recommends that the instrumental music program at elementary be reviewed.
- **Committee vote: 25/26, 96%, one gift of support**

Schedules and Configuration Recommendation

Shoreline’s middle schools will provide a core academic program for all learners that includes high quality, equitable instruction in math, science, English language arts, social studies, PE, health and **advisory (to support social emotional learning)**. A key function of our middle schools will be to address the developmental needs of the students as they transition from elementary school to high school.

- All students will participate in developmentally responsive advisory time designed to address the unique social and emotional needs of adolescents.
- Class and schedule configurations allow for teaming and common groupings when possible, especially at the 6th grade level, to foster caring connections between and among students and staff.
- Students will be able to explore interests through elective offerings allowing for broad exposure and choice at 6th grade level and opportunity for greater depth at 7th and 8th.
- **Committee vote: 26/26, 100%**

The exact implementation of the Advisory component is still to be determined.

Director Fralick asked about the timeline for the implementation. Mr. Schultz responded that from the beginning the intent has been to begin implementation in the spring of 2020 for the following school year

when the 6th graders move to middle school. Professional development will take place to ensure a smooth transition. She also asked how the District would address the needs of all students in an all honors program, including those with an IEP and those in special education. Mr. Schultz responded that as indicated by an IEP, it is an individual education plan as is the case with 504 plans. The District has a legal obligation to address all those needs and they will continue to do so. There are currently measurements taken in everything we do, e.g. attendance, discipline rates, test scores, AP test scores, Healthy Youth Survey—we are well assessed and that will not stop. Director Fralick expressed gratitude for taking the time to answer her questions the previous week.

President Jacobs asked for a future follow-up on the Advisory and how it will be measured for success.

It was the recommendation of the Superintendent that the Board approve the recommendations of the Middle School Committee, as presented.

MOTION NO. 18: Mr. Wilson moved that the Board approve the recommendations of the Middle School Committee, as presented. The motion was seconded by Mr. Nicholson and carried unanimously.

School Board Reports and Communications

Mr. Mehta extended a thank you to Director Wilson and Superintendent Miner for attending the Shorewood Martin Luther King, Jr. Assembly. The last student council meeting included a proposal for an amendment to the ASB Constitution whereby the candidates for the ASB president and vice-president positions should be current juniors on track to be seniors the following year. Also, based on attendance records, it appears that the structure of the current student council is working out very well and will be continued into next year. Students are taking finals this week and looking forward to a new semester next week.

Ms. Keefe also extended thanks to board members who attended the Martin Luther King, Jr. Assembly last week. The latest Tattoo Coffee House and the Big Band Dance occurred last week at Shorecrest. She reported on some vandalism problems in the restrooms; steps have been taken to mitigate. For the first time in many years, preparations are being made by DECA for a Tolo; the required number of tickets had been sold by the deadline. This is finals week so leadership committees are doing various things around the schools to help students, e.g. making pancakes, nap room, wrestling room. Chromebooks will be distributed to students during the week of February 4-8—students are very excited about this new initiative.

Ms. Fralick attended a very community-oriented Meridian Park Neighborhood Association potluck in honor of Martin Luther King, Jr. on January 21. She went on a field trip to the Cascade Elite Gym in Mountlake Terrace with second and third graders from Cascade K-8. On Saturday, January 26 she attended Kinderfest in the morning as well as an event featuring an art exhibit honoring Edwin Pratt and Black History Month at City Hall. The event occurred 50 years to the day from Edwin Pratt's murder in 1969. Miriam Pratt was on hand for this special event.

Mr. Nicholson announced that for the fifth year in a row, he had been re-elected to the KCDA board.

Mr. Wilson attended the Martin Luther King, Jr. Assembly at Shorewood, where Erin Jones spoke. He also attended the Sweet Serenade vocal concert at Shorecrest, a fundraiser for the choir's trip to Hawaii. He participated in the Special Needs PTA meeting and commented that they were a very supportive group. He also very much enjoyed his visit to the new Edwin Pratt Early Learning Center. Kinderfest was amazing! Earlier in the day, he visited the Aldercrest Campus with Chrisy Francescutti and Ron Jones.

Mr. Jacobs attended Hoopapalooza. Congratulations to Shorecrest—they did very well!

Minutes – January 28, 2019

Adjournment: 8:15 p.m.

Michael Jacobs, Board President

Attest: February 25, 2019

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.