

BOARD MEETING MINUTES

June 4, 2024

This entire meeting can viewed at: <https://vimeo.com/954107683?share=copy>

Call to Order

President Williams 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 6:00 p.m. on June 4, 2024. This meeting was also available to the community via Zoom.

Roll Call

Emily Williams President; Sara Betnel, Vice President; Sarah Cohen, Director; Sylvia Gil, Director; Meghan Jernigan, Director; Aiden Rouhani (*attended remotely*), Shorecrest Student Representative; Lily Fredericks, Shorecrest Student Representative; Esme Harkess, Shorewood Student Representative; and Mitchell Ichinkhorloo, Shorewood Student Representative.

Land Acknowledgement

President Williams provided a brief land acknowledgement.

Celebrations, Recognitions, Introductions and Gratitude

Recognition of Student Advisory Committee and Student Representatives to the Board

Superintendent Reyes and all board members expressed appreciation for the work of all four student representatives. (There were no student advisory committee members in the audience or on Zoom.) In particular, President Williams highlighted that Lily and Esme were the first junior rep cohort; they began their terms during the 2022-2023 school year. She vividly remembered a very long board meeting on April 4, 2023 when Lily and Esme “were up with us volunteering their time to listen to their community during a very crucial time in our district, and they had to go to school the next day. I won’t forget that!” [It was well after midnight when they left in order to get some sleep.] Lily and Esme both shared their thoughtful reflections on their service on the Board and Mitchell shared gratitude for the impact they both had on him.

Agenda Review

Superintendent Reyes announced that there had been a revision to consent agenda item 6g, Approval of 2024-2025 Salary Schedules with Shoreline Principals Association (SPA) and Shoreline Center Administrators (SCA) and Revised Per Diem Rate. There had been one additional edit regarding compensation that was pulled earlier in the day; it would be brought back for board approval on June 18. Additionally, a revised Strategic Plan Executive Summary had been distributed to each board member.

Comments from the Community

The following individual spoke via Zoom:

- 1) Missy Liu, Parent and Former Co-Chair of the Shoreline PTA Mental Health Committee – Shared some concerns about the proposals in the Strategic Plan around our students’ mental health. She summarized what she had submitted online for this board meeting. She appreciates the efforts made but feels our students need stronger solutions. Her suggestions can be found here: <https://app.eduportal.com/documents/view/901036>

Adoption of Consent Agenda

President Williams announced that the Board had an opportunity to ask questions on the consent agenda and have them answered prior to this meeting. The following consent agenda was presented for adoption:

- a. Approval of Minutes of the May 14 Study Session

Regular Minutes – June 4, 2024

- b. Acceptance of Gifts, Grants, Donations
 - 1) Brookside Elementary - \$11,469.00 – Brookside PTA – Camp Orkila and Annuals
 - 2) Cascade K-8 - \$5,000.00 – Cascade K-8 PTA – Field Trip/Classroom Enrichment
 - 3) Shorecrest High School - \$12,735.50 – Shorecrest Boosters – Track
 - 4) Shorewood High School - \$30,393.87 – Shorewood Boosters – Auction Proceeds for Spring Grants
- c. Approval of 2024-2025 Administrative Contract with Assistant Superintendent of Schools Brian Schultz
- d. Approval of 2024-2025 Administrative Contract with Assistant Superintendent of Business and Operations Angela Von Essen
- e. Approval of 2024-2025 Administrative Contract with District Academic Officer Michael Van Orden
- f. Approval of 2024-2025 Administrative Contract with Executive Director of Human Resources Treena Sterk
- g. Approval of 2024-2025 Salary Schedules with Shoreline Principals Association (SPA) and Shoreline Center Administrators (SCA) and Revised Per Diem Rate
- h. Brookside Elementary School Fire Alarm Replacement Project – Approval of Final Acceptance
- i. Brookside Elementary School Fields and Play Area Upgrade Project – Total Budget Authorization
- j. Shorecrest High School Bi-Directional Amplifier Replacement Project – Budget Authorization and Award of Contract to PowerCom
- k. Shoreline Stadium Roof Repair and Restoration Project – Approval of Final Acceptance
- l. Approval to Rescind Policy 2181, Parent, Family, and Community Partnerships and Policy 8240, Beverages
- m. Approval of Extended Field Trips
- n. Approval of Personnel
 - 1) Certificated – Non-Supervisory Personnel Certificated Contracts for 2024-2025
 - 2) Certificated – Recommended for Election, Leaves of Absence, Resignations
 - 3) Classified – New Hires, Resignations/Retirements
 - 4) Administrative – Authority to Issue Administrative Contracts for 2024-2025
- o. Approval of Vouchers

MOTION NO. 33: Vice President Betnel moved that the Board adopt the consent agenda, items 6a through 6o, which is attached hereto and becomes a part hereof. The motion was seconded by Director Jernigan and carried unanimously.

As of June 4, 2024, the Board, by a unanimous vote, approved for payment, those vouchers described as follows: Reconciliation of Warrants Issued Between May 10 and May 17, 2024 – General Fund Warrants #105694-105768, 232400840, 105799-105872, 232400842-232400887, and 232400904, totaling \$1,288,261.95; Capital Projects Fund Warrants #105873-105883, totaling \$919,017.79; and Student Body Fund Warrants #105769-105798, 232400841, 105884-105938, 232400888–232400903, and 232400905, totaling \$83,910.68; for a grand total of \$2,291,190.42.

Information for the Board (no presentation)

The Board received the annual Asset Preservation Program report of the building condition assessment as required by our district's enrollment in the State's Asset Preservation Program (APP). No action is required.

Reports and Presentations

First Reading: District Instructional Materials Committee (DIMC) Recommendations

Mike Van Orden, District Academic Officer, presented.

Mr. Van Orden began by expressing how heartened he was by the number of educators and principals who

continue to recommend books that represent the diversity of our student population. He reviewed the nine items that DIMC had moved forward for board consideration and approval. Staff have been reminded about the need for DIMC to review instructional materials that are used by five or more students in a classroom, so there are a few more items than are typically submitted this round.

- 1) *The Color Purple (grade 11)*
- 2) *Somewhere Between Bitter and Sweet (grade 9+)*
- 3) *Firekeeper's Daughter (grade 11+)*
- 4) *The Unteachables (grade 5)*
- 5) *One Crazy Summer (grade 5)*
- 6) *Brown Girl Dreaming (grade 5)*
- 7) *PHD Science (grades K-2)*
- 8) *The Poet X (grade 9)*
- 9) *Student "LEARN" Training, UW – Suicide Prevention (grades 9-10) (training available)*

Specific summaries and recommendations are outlined in the PowerPoint presentation at:

<https://app.eduportal.com/documents/view/900857>

Mr. VanOrden suggested that students, possibly one from each high school, be added to DIMC. In his experience in other districts, students have developed outstanding content descriptions and have been valuable members of the committee. Since there is board policy on the selection of instructional materials, he recommended revising the policy to address the composition of DIMC with the addition of students.

Mr. VanOrden also explained the process involved for reconsidering materials previously approved.

These materials were submitted for first reading and would be brought forward for recommended adoption at the Board's regular meeting on June 18.

The Push for Student Voice: Student Advisory Votes

Presenters:

Lily Fredericks, Shorecrest Senior Student Rep
Aiden Rouhani, Shorecrest Junior Student Rep
Esme Harkess, Shorewood Senior Student Rep
Mitchell Ichinkhorloo, Shorewood Junior Student Rep

Student Rep Fredericks began the presentation by extending gratitude and appreciation to Student Rep Rouhani for the tremendous amount of work he had put into this project. Student reps took turns sharing the slides with the Board. The full PowerPoint presentation can be viewed here:

<https://app.eduportal.com/documents/view/900884>

The proposal is as follows:

Student Advisory Vote

- Current student representatives to the Shoreline School Board are counted as "advisory, non-voting members of the board"
- Enabling the advisory vote would give student representatives an advisory, non-binding, vote towards board actions and procedures (with the exceptions of meeting minutes and consent agenda items). Examples of actions and procedures includes advisory voting on an initiative to change school start times, or adopting a new curriculum/material in classrooms.

The Basics

- Ahead of time, students reps will organize meetings with ASB officers, student council, and/or other student group(s) to educate on a policy/procedure relevant to the student experience, host an open discussion to share perspectives, and take votes from their attendees to vote for, against, or abstain. The majority of this vote will determine the position of the student rep's advisory vote.
- After a proposal is presented to the Board, the student reps will give their votes FIRST after discussion.
- During discussion, student representatives will explain the rationale behind student perspectives, as well as share their own if comfortable (student opinion may differ from their personal opinion).
- If a student rep does not feel adequately informed on a proposal, or is unable to collect student feedback, they will take a vote of abstention.

At the end of the presentation, President Williams stated that she anticipated next steps would include policy and procedure revisions around Policy 1235, Student Representatives to the Board. This could likely mean a first reading at the June 18 regular board meeting and a second reading and recommended adoption at the July 23 meeting; the student reps agreed.

President Williams requested that a letter from the Shorecrest Student Council on this topic be shared with the full Board. Student Rep Rouhani would email the letter as well as a correspondence from Shorecrest Activity Coordinator Johanna Phillips (referenced by Student Rep Fredericks) to Superintendent Reyes, who would then forward to the board members.

Board members and student reps discussed this topic in length and much praise was shared for the students' work on this initiative. There was consensus to move forward but also caution against moving too quickly; encouragement to thoughtfully prepare the policy revisions and procedures needed. There was also discussion about how student rep input might be included in informing the annual budget adoption, which occurs in August when student reps are not typically on board. Additionally, there were requests to have a study session and to research what other districts are doing.

Student reps reported on their plans to expand distribution of information next year through the student council process. Increased student voice presents the opportunity for increased education for the students.

During this discussion, Director Cohen quickly researched other districts' policies and procedures on advisory votes. She reported that it seemed typical for policies not to have a lot of detail other than to say that student reps were able to provide advisory votes. Board members came to consensus on moving forward with the policy revision process to allow advisory votes. Board officers would work on scheduling a study session in order to further discuss the procedures that could be incorporated prior to implementing the student votes.

President Williams announced at 7:49 p.m. that the Board would be taking a break and then reconvening at 7:59 p.m.

March and April Financial Update, April and May Enrollment and 2023-2024 General Fund Year-End Projections as of April 2024

Presenters:

Angela Von Essen, Assistant Superintendent, Business and Operations

Mark Spangenberg, Director of Finance and Business Services

Enrollment in grades K-12 from March to May decreased by 10.6 FTE and Running Start enrollment decreased by 7.7 FTE. K-12 enrollment vs. budgeted as of May was 8,890 FTE actual vs. 8,866 FTE budgeted.

Enrollment changes from 2022-2023 to 2023-2024 included:

- Kindergarten enrollment has been declining since the COVID-19 pandemic
- Students attending Home Education Exchange and Running Start programs have increased
- Increased number of students who qualify for special education services
- Increased number of multilingual learners
- We have opened our schools for out-of-district transfer students where there is space available
- Students and families withdrawing from our schools are transferring to other schools or moving out of the area

A summary of 2023-2024 revenue changes (as of April 2024) were reviewed with the Board. The difference between February and April was an increase of \$465,797, primarily due to post legislative session funding of the prototypical staffing model and MSOC (materials, supplies, and operating costs) changes.

A summary of 2023-2024 expenditure changes (as of April 2024) were also reviewed with the Board. Expenditures were coming in pretty much as expected. The most significant change was in utilities, which was a savings of \$275,000.

Critical points to emphasize included:

- As a result of recent years' budget reductions, partnership with employee partners; and the incredible steadfastness of our staff, students, and community, we have maintained a positive fund balance and avoided the risk of entering into binding conditions
- The District's ending fund balance is projected to be 2.6%. However, we have not achieved the required minimum unreserved fund balance of 4% per Policy 7130, which is important to ensure sufficient cash flow from month to month and funds for unexpected expenses.
- Over the next several years, the District will **need additional revenues** to continue improving its financial situation (fund balance). Future revenue considerations are as follows:
 - Maximize **local levy** (two of the four-year levy are remaining)
 - The legislature **may** provide additional **state revenues**, but this is always an unknown until after the close of the each legislative session
- Due to the time it will take for revenues to improve, **reductions will be considered as necessary and feasible**

Board members expressed appreciation for the report and for the format in which the information is being presented. The full PowerPoint presentation can be viewed at:

<https://app.eduportal.com/documents/view/900879>

Legislative Update

None

Board Requested Discussion and Future Topics

Director Gil requested that the Board have a future discussion around the pending items that are listed on the agenda. The discussion might include whether or not any items could be combined and whether or not all items are still of interest. President Williams reported that she and Vice President Betnel were working on a board calendar and that she anticipated that those pending items would soon be moving down to assigned board meeting dates.

Action Items

Second Reading and Recommended Adoption of Strategic Plan Executive Summary

Presenters:

Mike VanOrden, District Academic Officer

Trish Rodgers, Executive Director of Student Services

On May 21, the first reading of the District’s strategic planning process was presented to the Board (a study session was also held on May 14). The May 21 report has been significantly updated based on board member feedback, including some that had come in just prior to this meeting .

Mr. VanOrden made a few comments about the process of strategic planning.

- Given our current budget situation, the District has had only so much capacity to run a massive process, but it was determined that there was an available timeframe to develop a strategic plan with a 2-3 year window (typically they are more in the 5+ years range)
- It is important to recognize that a strategic plan represents a high level roadmap and is designed to set high level goals, e.g. literacy outlines broad strategies but the day-to-day details are captured more in the lower level project plans
- A strategic plan can also be flexible—things come up and adjustments can be made
- With declining budget revenues, it is probably more important to have fewer priorities and fewer focus areas

For this meeting, Mr. VanOrden wanted to stress whether or not the priorities identified are the correct ones. Identifying targets as well as a reasonable amount of growth and what the baselines should be is a lengthier discussion beyond what was planned for this meeting.

Mr. VanOrden reviewed the areas where revisions had been made since the May 21 meeting.

- Page 10 – Critical Priority Areas
- Page 11 – More definition around Multi-Tiered System of Support and Initial Action Steps
- Page 12 – Clarity around Literacy (asset-based approach) and Initial Action Steps
- Page 13 – Behavioral, Social, and Emotional Learning (high need and very large cost)
- Pages 14, 15 – Strategic Plan Targets

There was a lengthy discussion about the language used in various areas. For example, there was concern about a sentence on page 12 under “Literacy” that stated: “For example, as of 2023, 33% of Hispanic/Latino students receive a D, F, or NC in a class . . . “ Board members wanted it to be very clear in the document what the focus and investment would be to address any deficiencies.

A number of additional suggestions and recommendations were made for further edits to the Strategic Plan Executive Summary. Mr. VanOrden would continue to refine and revise as suggested.

The full document can be viewed at: <https://app.eduportal.com/documents/view/901049>

The full meeting can be viewed at: <https://vimeo.com/954107683?share=copy>

It was the recommendation of the Superintendent that the Board adopt the Strategic Plan Executive Summary with the edits proposed at this meeting.

MOTION NO. 34: Vice President Betnel moved that the Board adopt the Strategic Plan Executive Summary with the edits proposed at the June 4 regular board meeting. The motion was seconded by Director Gil and carried unanimously.

Approval of WSSDA Bylaw Proposal

Sara Betnel, School Board Vice President, presented.

The goal of this proposal is to formalize the existence of the Student Representative Network (SRN) within WSSDA Bylaws and to establish a sustainable process of election and service, as well as cross-state representation, but student representatives on these bodies within WSSDA. Our collective work will be strengthened by their participation in our organization.

This bylaw proposal was co-created with the Shoreline School Board student representatives, a representative from the Riverview School Board (which authored the initial WSSDA position on Student Voice), and the current SRN Chair and a few SRN members from other districts.

Vice President Betnel reviewed the various components of the proposal entitled: X. Student Representatives, which is comprised of Sections 1, 2 and 3 and included SRN Elections, Representation on WSSDA Board and Committees, Terms of Service, Resignations and Vacancies, Meeting Attendance, Advisory Votes, Support by Board and Committees, and Rationale.

Director Cohen asked if there were any funding implications related to this proposal. Vice President Betnel responded that there is nothing mentioned in this proposal. However, under the “Meeting Attendance” section, there could be issues that might arise around supervision for students attending WSSDA events.

The deadline for submitting proposals was June 20.

It was the recommendation of Vice President Betnel that the Board approve the WSSDA bylaw proposal, as presented.

MOTION NO. 35: Director Jernigan moved that the Board approve the WSSDA bylaw proposal, as presented. The motion was seconded by Director Cohen and carried unanimously.

Reports and Communications – Board Members, Student Reps and Superintendent

Student representatives Lily Fredericks (SC), Esme Harkess (SW) and Mitchell Ichinkhorloo (SW) provided reports on recent activities and events at their respective schools. For Lily and Esme, these were their final reports as our senior student representatives. They would graduate on June 16.

Executive Session

None

Adjournment: 9:58 p.m.

Emily Williams, School Board President

Attest: July 23, 2024

Dr. Susana Reyes, Secretary
Shoreline Board of Directors

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