

BOARD MEETING MINUTES

September 21, 2020

Call to Order

Superintendent Miner called the Regular Board Meeting of the Shoreline Board of Directors to order via Zoom at 7:00 p.m. on September 21, 2020. Rebecca Miner, Superintendent; Curtis Campbell, Public Information Officer; and Kathie Schindler, Executive Assistant, attended this meeting from the Administrative Offices at the Shoreline Center.

Roll Call

Sara Betnel, Member; Meghan Jernigan, Member; and Rebeca Rivera, Member. *(Superintendent Miner had visual confirmation that all three board members were present.)*

Land Acknowledgement

Director Jernigan stated: "It is an honor to be sitting here in circle with you albeit socially distanced as guests on the traditional lands of the Coast Salish people. Thank you for allowing me to start our work this way and I appreciate you being my colleagues here tonight. Thank you."

Flag Salute

Comments

Superintendent Miner began by stating that because we are still in the midst of the COVID-19 pandemic, we are meeting remotely via Zoom and joined by community members either electronically or telephonically. This is in compliance with Governor Inslee's Proclamation 20-28.9 regarding public meetings, updated on September 2, to extend the order until 11:59 p.m. on October 1, 2020.

Superintendent Miner noted that community members were given notice last week regarding how to join this meeting. They were also notified by email of the opportunity to join the meeting electronically or telephonically and to submit written comments using an online form until noon on September 21. Those comments were received by the Board via email earlier in the afternoon (September 21). They were also placed on the district website at the following URL: <https://www.shorelineschools.org/Page/1235> (School Board agenda for September 21). Twenty-eight total comments were received. *[In order to make these comments more accessible, they have been posted in two locations (at the top before the agenda items begin and immediately following the consent agenda) within the board agenda packet. As with past meetings, there will be a link to those public comments within the meeting minutes once the minutes are transcribed and approved by the Board (see link above)].*

The Board sincerely appreciates the feedback and comments and wants to thank those who took the time to submit their comments in advance of this meeting. Approximately half of those comments were concerns related to the reallocation of staff from some of our elementary schools. This is an annual process that is performed in order to determine if schools need additional staff or whether they are overstaffed. "This year, those staff who were relocated will be used to support online learning for those students for whom our current, more intensely synchronous environment is not working. We are grateful for having the opportunity to serve all students in Shoreline, including those for whom this current model is not as successful as it has been for some others." Additional comments were on the topic of hybrid learning, with some families weighing in for a move toward hybrid learning and other families weighing in with concerns about hybrid learning.

Based on this alternative community comment process, Superintendent Miner asked if there was a motion to suspend the provision of Board Procedure 1441P allowing for community members to address the Board during this meeting.

MOTION NO. 2: Director Rivera moved that the Board suspend the provision of Board Procedure 1441P allowing for community members to address the Board. The motion was seconded by Director Jernigan and the motion carried unanimously.

Reorganization of the Board

Superintendent Miner announced that given the resignation of Directors Fralick and Wilson, elections were being held to organize the remaining members of the Board. The board members selected at this meeting to serve as President, Vice-President and Legislative Representative would serve until December 2020 when elections would once again be held in accordance with Board Policy 1120. Superintendent Miner opened up the nominations for President of the Shoreline Board of Directors.

MOTION NO. 3: Director Rivera moved for the nomination of Director Meghan Jernigan as President of the Shoreline Board of Directors, effective September 21, 2020. The motion was seconded by Director Betnel and carried unanimously.

As newly elected President, Director Jernigan thanked Directors Betnel and Rivera for their confidence in her and for serving alongside her in this process. She opened the nominations for the position of Vice-President of the Shoreline School District Board of Directors.

MOTION NO. 4: Director Betnel moved for the nomination of Director Rebeca Rivera as Vice President of the Shoreline Board of Directors, effective September 21, 2020. The motion was seconded by President Jernigan and carried unanimously.

President Jernigan opened the nominations for the position of Legislative Representative of the Shoreline School District Board of Directors.

MOTION NO. 5: President Jernigan moved for the nomination of Director Sara Betnel to continue serving as Legislative Representative of the Shoreline Board of Directors, effective September 21, 2020. The motion was seconded by Director Rivera and carried unanimously.

Approval of Minutes

The minutes of the August 3 Study Session and September 10 Regular (Business Only) Meeting were approved as submitted.

Adoption of Consent Agenda

The following consent agenda was presented for approval:

- a. Adoption of District Instructional Materials Committee (DIMC) Recommendations
- b. Adoption of Resolution 2020-16, Authorization for Newly Appointed Board Members to Attend WSSDA Annual Conference
- c. Adoption of Resolution 2020-17, District Reopening – Suspension of Policy
- d. Approval of Adjust 2020-2021 Compensation by Midpoint and COLA – Shoreline Principals Association (SPA) and Indexed Salaries
- e. Approval of 2020-2021 Shoreline Education Association (SEA) Salary Schedule
- f. Approval of 2020-2021 Shoreline Educational Support Professionals Association (SESPA) Salary Schedule
- g. Approval of 2020-2021 Mechanics (IAM District 160, Local Lodge 289) Pay Rates
- h. Approval of 2020-2021 Maintenance Employees (Seattle Building Trades Council) Pay Rates
- i. Approval of 2020-2021 Shoreline Children’s Center Association (SCCA) Salary Addendum

- j. Approval of 2020-2021 SEIU Bargaining Unit Pay Rates (Custodial/Grounds/Warehouse, Food Service and Transportation Employees)
- k. Approval of Initial 2020-2021 Non-Represented Pay Rates
- l. Approval of 2020-2021 Insurance Renewals with Washington Schools Risk Management Pool (WSRMP) and Colony Insurance
- m. North City Elementary Campus Modernization Project – Approval of Final Acceptance of Project and Phase 3 Contract with Western Ventures Construction, Inc.
- n. Einstein Middle School Replacement Project – Approval of Amendment #2 –Integrus Architecture
- o. Approval of 2020-2021 Highly Capable Program Plan Grant Application
- p. Approval of Personnel
 - 1) Certificated – Recommended for Election, Leaves of Absence, Resignations/Retirements
 - 2) Certificated – Out-of-Endorsement Assignment
 - 3) Classified – New Hires, Resignations/Retirements
- q. Approval of Vouchers

President Jernigan asked if there were any agenda items the Board wanted pulled for discussion or a separate vote. There were none.

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

As of September 21, 2020, the Board, by a unanimous vote, approved for payment, those vouchers described as follows: Reconciliation of Warrants Issued between September 4 and September 11, 2020 - General Fund Warrants #86986-86987, 86988-86999, 87004-87043, 202100001, 202100003-202100014, 87071-87072, 87073-87111, 87112-87161, and 202100016-202100030, totaling \$720,789.20; Capital Projects Fund Warrants #87044-87067, 202100002, and 87162-87173 totaling \$1,420,371.83; Student Bond Fund Warrants #87000-87003, 87068, 202100015, and 87174, totaling \$6,300.29; and Private Purpose Trust Fund #70 Warrants #87069-87070, totaling \$888.90; for a grand total of \$2,148,350.22.

Reports and Presentations

Superintendent Miner announced that item 7c, First Reading, Revisions to Policy 3144, District Notification of Juvenile Offenders, was removed from this agenda per a board member's request to provide additional input prior to consideration of this policy.

July 2020 Financial Update and September 2020 Enrollment Report

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

Ms. Miller took the opportunity to thank the board members for stepping into the roles that they just accepted.

Mr. Spangenberg announced that the fund balance at the end of July was \$12,038,701. As a reminder, the County Treasurer allowed April property tax payments to be delayed until June 1, which slowed down our tax collections for about three months. However, on a positive note, as of July, we have caught up to the typical tax collections for this time of year.

Ms. Miller reviewed the September enrollment report, beginning with the three far right-hand columns— Budgeted FTE, Average FTE to Date, and Average Less Budget. Currently, we are at 9,142.41 FTE, which is below budgeted FTE by 84.59 or approximately 1.5%. At the elementary level alone, we are under budgeted FTE by 165.62, which is why the adjustments were made that Superintendent Miner spoke about

at the start of the meeting. With students comes the funding to support the staff and programs in place, so with that shortfall, adjustments in staffing levels have been made. More information will follow with the October enrollment.

Director Rivera asked if the budgeted FTE was the 3% below the original target set back in February and clarified that these numbers still included the Running Start students that would eventually be backed out of the count. The response was yes on both; the Board authorized the 3% reduction in May and the Running Start students would be backed out beginning in October. Funding for the Running Start students is received by the District but is essentially funneled to the community colleges where the students primarily receive their education. Currently, it is projected that we are approximately \$1.25 million below revenue in terms of enrollment apportionment. Because we don't know at the start of the year what our actual enrollment will be, the state provides funding based on budgeted enrollment from September through December. Beginning in January, the state provides funding based on actual enrollment. The number they use is the average annual FTE. In Shoreline, this number tends to drop gradually over the course of the year. In a typical year, by the time we see what our average annual FTE will be compared to September, it is typically lower than the September enrollment. Given the many variables and challenges of this year, it is difficult to say how that will sort out. Ms. Miner added that these numbers are typical in terms of what is being seen across the region, which is approximately a 3% to 8% decline. Ms. Miller followed up that these trends are what precipitated the decision in May to cut certificated instructional positions (not people).

President Jernigan asked if given the high school enrollment was currently at 92 above budget (but would be backed out for Running Start), was this a concerning trend or is this where we begin to understand the numbers as they are going to be for the near future. Ms. Miller responded that typically, this is when we start to understand the numbers. However, unknown variables with remote and hybrid learning models will be different from what occurs in a normal year, so there is a need to watch enrollment very carefully. Teaching staff who are in place today are under contract for the entire school year. If there are vacancies that occur during the year, possibly due to leaves, there are opportunities to either hire someone new to fill those positions or move someone currently on staff into an open position. The District will be watching to see if that reduced revenue can be mitigated through staffing as well as with other parts of the budget.

Director Betnel acknowledged that given this situation, there is quite a lot to be done in advocating with our state officials regarding differing needs around class sizes and student supports.

In regard to the discussion earlier where Ms. Miner was explaining the thinking behind redistributing teacher FTE into other areas, President Jernigan stated it was her understanding that these transfers were taking place in order to support those students who are unengaged or for whom the synchronous model is not working; she asked if there was going to be an opportunity for the Board to understand how this looks and the success of this implementation, possibly through updates. Ms. Miner responded that the data the Board has asked staff to collect should reflect this, although hopefully we won't see months of data where we don't see students engaged shifting over to months where we do. Hopefully, we will be responding early and will see very high levels of engagement. The next board meeting isn't until October 19; however, there may be intermediate opportunities to provide information in writing.

First Reading: Revisions to Policy 3122, Excused and Unexcused Absences
Rebecca L. Miner, Superintendent, presented.

Policy 3122, last updated in January 2020, has been revised to include Washington State School Directors' Association's (WSSDA) recommended modifications to the attendance policy to support the adopted emergency rules that have been adopted by the Office of the Superintendent of Public Instruction (OSPI). The changes include defining absences in the context of remote instruction and addressing daily attendance taking in a remote setting. Everything else in the policy remains unchanged.

Definition of Absence from Remote Learning

(1) A student is absent from remote learning when the student is not participating in planned instructional activities on a scheduled remote learning day. (2) Evidence of student participation in remote learning may include, but is not limited to: (a) Daily logins to learning management systems; (b) Daily interactions with the teacher to acknowledge attendance (including messages, emails, phone calls or video chats); or (c) Evidence of participation in a task or assignment.

Unexcused Absences from Remote Learning

Absences from remote learning must be marked as a "nontruancy remote learning absence" until October 4, 2020. Such absences shall not be marked as excused or unexcused. Beginning October 5, 2020, any absence from remote learning is unexcused unless it meets one of the criteria in WAC 392-401A-020.

President Jernigan stated that she was grateful to see these more flexible revisions and felt that they provide teachers additional capacity to work with families.

Director Betnel asked if there had been a district-wide communication of these attendance changes so that families are clear on how attendance can be counted. Ms. Miner responded that this was a first reading and the policy had not yet been adopted. However, the principals have been trained and are already enacting in their buildings. Additionally, it has been included in a FAQ and on the District's Resources page. It can certainly be added to one of the upcoming Friday Updates that goes out to families and staff.

These revisions were presented for first reading and would be brought forward for recommended adoption at the Board's October 19 regular meeting.

~~First Reading: Revisions to Policy 3144, District Notification of Juvenile Offenders
Rebecca L. Miner, Superintendent, presented.~~

This presentation was deleted from the agenda and rescheduled for the Board's October 19, 2020 regular meeting.

Board Requested Discussion

None

School Board Reports and Communications

President Jernigan announced that she was looking forward to Curriculum Night, which was being held the next evening at Meridian Park. She also gave a shout out to the folks who were involved in the distribution of learning materials. She picked one up for her kindergartner—it was full of all kinds of incredibly helpful learning supplies that make the students feel like they are in a classroom.

Director Rivera reported that her daughter started at Kellogg, which is a beautiful new school. The distribution of supplies was very well organized and an all around great experience. They are looking forward to the new school year.

Director Betnel also appreciated the very positive pick-up experience at Brookside. Her daughter is looking forward to the "stick bug" that is coming soon; the family is working on housing arrangements for the new addition to their home. On behalf of the Board, she will be attending the WSSDA Legislative Assembly. This is an all-day event where representatives from school boards from across the state will be coming together (on Zoom) to discuss legislative priorities and positions that get voted on and consolidated into WSSDA's legislative priorities. WSSDA will then use those priorities to advocate on behalf of school districts across the state in the coming session that begins in January. She also

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expressed appreciation for the expanded window for ordering food boxes from our food services team. Everyone should feel free to take advantage of this provision that is available for all students.

Adjournment: 7:38 p.m.

Meghan Jernigan, Board President

Attest: October 19, 2020

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.