

LAKE WASHINGTON SCHOOL DISTRICT NO. 414

BOARD OF DIRECTORS' MEETING

September 23, 2019

Individuals with disabilities who may need a modification to participate in a board meeting should contact the superintendent's office as soon as possible in advance of a meeting so that special arrangements may be made.

CONSENT AGENDA

A consent agenda has been established by the board in order to eliminate the time-consuming task of acting on routine and repetitive business items. These items are now placed in a consent agenda package and will be voted on at one time. If you see an item on the consent agenda that you would like to have publicly discussed, please discuss your concern with a board member prior to action on the consent agenda.

Lake Washington School District Acronyms

AP: Advanced Placement

AVID: Advancement Via Individual Determination

B/SR: Board/Superintendent Relationship

CADR: College Academic Distribution Requirements

CDSA: Common District Summative Assessments

CEDARS: Comprehensive Education Data and Research System (CEDARS)

CIA: Certificate of Individual Achievement

CLT: Central Leadership Team

COE: Collection of Evidence

CTE: Career & Technical Education

DIBELS: Dynamic Indicators of Basic Early Literacy Skills

DLT: District Leadership Team (manager level and above, includes both certified and classified)

ELL: English Language Learners

ELPA21: English Language Proficiency Assessment for the 21st Century

eMAS: Elementary Mobile Access for Students

ESEA: Elementary and Secondary Education Act

ESSA: Every Student Succeeds Act

GC: Governance Culture (See Policy Governance)

GC/CM: General Contractor/Construction Management

HiCap: Highly Capable Program

HSBP: High School and Beyond Plan

KISN: Kindergarten Intensive Safety Net

KPI: Key Performance Indicators

LDA: Locally Determined Assessment

LEAP: Learning Enhancement & Academic Planning

MTSS: Multi-Tiered Systems of Support

NSBA - National School Board Association

OE: Operational Expectations (See Policy Governance)

OSPI: Office of Superintendent of Public Instruction

PBIS: Positive Behavioral Interventions and Supports

PCC: Professional Community & Collaboration

PDSA: Plan, Do, Study, Act

PLC: Professional Learning Community

Policy Governance: A governance process used by the school board. This sets forth “Results (R)” that the superintendent must reach, while abiding by “Operational Expectations (OE).” R include the district’s mission. OEs provide the boundaries for how the superintendent and staff can get to the goals. See the board policy section on web site for more information.

Quest: Highly Capable program for students in gr. 2-8

Results (R): Results (*See Policy Governance - formerly known as End Results*). Goals set forth by the board, including the mission of the district.

RCW: Revised Codes of Washington

RTI: Response to Intervention

SALT: Strategic Advisory Leadership Team

SBA: Smarter Balanced Assessment

SBE: State Board of Education

SCAP: School Construction Assistance Program

SEL: Social Emotional Learning

SGP: Student Growth Percentile

SIOP: Sheltered Instruction Observation Protocol

SIP: School Improvement Plan

sMAS: Secondary Mobile Access for Students

STEM: Science, Technology, Engineering, and Mathematics

UDL: Universal Design for Learning

WA-AIM: Washington – Access to Instruction and Measurement

WAC: Washington Administrative Codes

WaKIDS: Washington Kindergarten Inventory of Developing Skills

WaNIC: Washington Network for Innovative Careers

WCAS: Washington Comprehensive Assessment of Science

WCAP: Washington Comprehensive Assessment Program

WIDA AMS: Alternative ELL Assessment

WSIF: Washington School Improvement Framework

WSSDA: Washington State School Directors Association

September 19, 2019

Siri Bliesner
President, Board of Directors
Lake Washington School District No. 414
Redmond, WA 98052

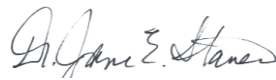
Dear Ms. Bliesner

I am transmitting herewith the agenda for the Board of Directors' regular meeting of September 23, 2019 beginning at 7:00 p.m. in the Board Room of the Resource Center, 16250 NE 74th Street, Redmond, WA.

Order of Business

1. Convene, Roll Call
2. Approve Agenda
3. Public Comment
4. Consent Agenda
5. Non-Consent Agenda
6. Legislative Update
7. Superintendent Report
8. Board Member Comments
9. Adjourn

Sincerely,



Dr. Jane Stavem
Superintendent

LAKE WASHINGTON SCHOOL DISTRICT
Board of Directors' Meeting
L.E. Scarr Resource Center Board Room
September 23, 2019

- 5:00 p.m. Study Session - Location: Sammamish, Resource Center**
- Review of Reasonable Interpretation and Indicators (RI) Operational Expectations (OE) Policies 5-7 and 12
 - OE-5, Financial Planning - RI
 - OE-6, Financial Administration - RI
 - OE-7, Asset Protection - RI
 - OE-12, Facilities - RI
 - Legislative Connection

<u>Time</u>	<u>Action</u>	<u>Tab</u>	<u>Page</u>
7:00 p.m.	Convene, Roll Call		
	Approve Agenda		
	Public Comment		
	Consent Agenda		
	▪ Vouchers		
	▪ Minutes <i>September 9 study session and board meeting</i> }	1	1
	▪ Human Resources Report	2	5
	- Conditional Certificate, 2019-20	3	7
	- Out-of-Endorsement Assignment Waiver, 2019-20	4	8
	▪ Donations	5	9
	Non-Consent Agenda		
	▪ Strategic Plan Connections	6	10
	- Equity & Culturally Responsive Teaching		
	- Facility Update		
	Legislative Update		
	Superintendent Report		
	Board Member Comments		
	Adjourn		

Next Board Meeting:

- October 7, 2019** **5:00 p.m.** **Study Session**, *Location: Sammamish, Resource Center*
- Review of Reasonable Interpretation and Indicators (RI)
Operational Expectations (OE) Policies 8-9
 - OE-8, Communication with and Counsel to the Board
 - OE-9, Engaging with the Public
 - Legislative Connection

L.E. Scarr Resource Center
16250 NE 74th Street
Redmond, WA 98052

OFFICIAL MINUTES
LAKE WASHINGTON SCHOOL DISTRICT NO. 414
Board of Directors' Study Session
September 9, 2019

The September 9, 2019 study session was called to order by
President Siri Bliesner at 5:00 p.m.

CALL TO ORDER

Members present: Siri Bliesner, Cassandra Sage, Chris
Carlson, Mark Stuart, and Eric Laliberte.

ROLL CALL

Present: Superintendent Jane Stavem.

- Technology Integration Update
- Review of Reasonable Interpretation and Indicators (RI) for
Results (R) Policies
 - R-1 Mission - RI
 - R-2 Academic Content - RI
 - R-3 Life Skills and Citizenship - RI
- Legislative Connection
- Facility Update

TOPICS

The meeting was adjourned at 6:50 p.m.

ADJOURNMENT

Siri Bliesner, President

Jane Stavem, Superintendent

Diane Jenkins
Recording Secretary

OFFICIAL MINUTES
LAKE WASHINGTON SCHOOL DISTRICT NO. 414
Board of Directors' Meeting
September 9, 2019

The board meeting was called to order by President Siri Bliesner at 7:10 p.m.

CALL TO ORDER

Members present: Siri Bliesner, Mark Stuart, Chris Carlson, Eric Laliberte, and Cassandra Sage.

ROLL CALL

Present: Superintendent Jane Stavem.

Chris Carlson moved to approve the agenda. Seconded by Eric Laliberte.

APPROVAL OF AGENDA

Motion carried.

RECOGNITIONS

Sue Anne Sullivan, Rick Burden, Dale Cote, and Matt Livingston, Directors of Elementary and Secondary Education, provided information on the preparations for the opening of schools along with a report on the opening week of school. Video clips were shown of the students being welcomed to the 2019-20 school year along with photos of the newly modernized schools. They described strategies used to create safe and inclusive environments and support positive behavior and citizenship.

OPENING SCHOOL REPORT

Several members of Lake Washington Education Support Professionals (LWESP) addressed the board in support of a favorable outcome for LWESP bargaining.

PUBLIC COMMENT

Rolf Nelson addressed "privilege" and the price men have paid over the years to defend the nation and their families.

Mark Stuart requested that the 2019-20 Organizational Chart be removed from the consent agenda.

CONSENT AGENDA

Chris Carlson moved to approve the consent agenda as amended (*moved 2019-20 Organizational Chart to the non-consent agenda*). Seconded by Cassandra Sage.

Siri Bliesner, yes; Cassandra Sage, yes; Eric Laliberte, yes; Mark Stuart, yes; and Chris Carlson, yes.

Motion carried.

LAKE WASHINGTON SCHOOL DISTRICT NO. 414
 Board of Directors' Meeting
 September 9, 2019

The following August 2019 vouchers were approved:

APPROVAL OF VOUCHERS

General Fund

364058-364778 \$7,298,042.58

Payroll

2947-2962 \$9,781.69

Accounts Payable Direct Deposit	13,876,597.29
Acquisition Card	1,170,648.10
Deferred Comp	147,286.00
Department of Revenue	18,692.49
Dept. of Retirement Systems	3,447,710.96
Dept. of Retirement Systems	1,036,457.54
Flex Spending	43,744.06
American Fidelity HSA	9,164.92
DSHS - Division of Child Support	4,854.23
Payroll Direct Deposit	14,159,756.18
Payroll Tax Withdrawal	5,156,533.62
Sodexo	71,400.08
TSA Envoy	376,720.79
VEBA	477,903.72
Vision/(NBN)	127,684.20
Key Bank Processing Fees	<u>3,992.14</u>
	\$40,129,146.32

Capital Projects

700288-700381 \$2,875,722.68

ASB

64139-64160 \$42,321.74

Transportation Vehicle Fund

\$0.00

Private Purpose Trust Fund

3150-3154 \$1,825.00

Approved the minutes of the August 26 study session and board meeting.

APPROVAL OF MINUTES

Approved September 9 Human Resources Report and salary schedule.

APPROVAL OF HUMAN RESOURCES REPORT AND SALARY SCHEDULE

Authorized the superintendent to enter into Interdistrict Cooperation agreements with Bellevue and Northshore school districts for the Indian Education program for the 2019-2020 school year as presented.

INTERDISTRICT
COOPERATIVE AGREEMENT
FOR AMERICAN INDIAN
AND ALASKA NATIVE K-12
STUDENTS, 2019-2020

Approved the SEIU 2019 - 2022 Collective Bargaining agreement

SERVICE EMPLOYEES
INTERNATIONAL UNION
COLLECTIVE BARGAINING
AGREEMENT, 2019-2022

Accepted the donations/grants as identified -

DONATIONS

Acceptance from Helen Keller PTSA to Keller Elementary School in the amount of \$4,077.55 to provide stipends for outdoor education.

Acceptance from Peter Kirk Elementary PTSA to Kirk Elementary School in the amount of \$2,165.62 to purchase classroom supplies.
TOTAL \$6,243.17

NON-CONSENT

Dr. Stavem reviewed the 2019-20 Organizational Chart which is available on the district's website.

2019-20 ORGANIZATIONAL
CHART

Eric Laliberte moved to approve the 2019-20 Organizational Chart as presented. Seconded by Mark Stuart.

Motion carried.

Dr. Jane Stavem presented for approval the reasonable interpretations and indicators (RI) for the Operational Expectations (OE) Policies 1-2, as listed below. These were presented and reviewed at the August 26 study session. Further work is being done on OE -3 and 4.

REASONABLE
INTERPRETATION AND
INDICATORS (RI) FOR
OPERATIONAL
EXPECTATIONS (OE)
POLICIES 1-2:

Reasonable Interpretation and Indicators (RI) -

- OE-1, Global Operational Expectation
- OE-2, Emergency Superintendent Succession

OE-1, GLOBAL
OPERATIONAL
EXPECTATIONS - RI
AND OE-2, EMERGENCY
SUPERINTENDENT
SUCCESSION - RI

Chris Carlson moved to approve the reasonable interpretation and indicators for Operational Expectations Policies: OE-1, Global Operational Expectation, and OE-2, Emergency Superintendent Succession, as presented. Seconded by Eric Laliberte.

Motion carried.

Eric Laliberte reported that the board discussed and ranked the legislative priorities in the study session. These legislative priorities will be considered at the upcoming Washington State School Directors Association (WSSDA) legislative assembly on September 21-22. The board will also begin to draft the legislative priorities for the 2020 Legislative Session.

LEGISLATIVE UPDATE

Dr. Jane Stavem introduced Jenna Yuan, a senior at Eastlake High School. She related that Jenna had expressed interest in providing research on student engagement and voice. Dr. Stavem engaged her to do some work over the summer. Jenna described the elements of meaningful student engagement: informed, accessible, sustainable, authentic, and effective. She reviewed different models. One of the feedback programs will be implemented as a pilot program at Eastlake High School. Work will continue to develop the student voice in a systemic way.

SUPERINTENDENT
REPORT

Chris Carlson moved to adjourn. Seconded by Eric Laliberte.

ADJOURNMENT

Motion carried.

The meeting was adjourned at 8:25 p.m.

Siri Bliesner, President

Jane Stavem, Superintendent

Diane Jenkins
Recording Secretary

Human Resources Board Report September 23, 2019



NEW PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary/Rate</u>	<u>Start Date</u>	<u>Reason</u>
Ahn, Jae Won NC	.9 Teacher	Juanita Elem	A-0	09/13/19	Repl. V. Heal
Anebo, Tsehaynesh	Custodian	Inglewood MS	\$21.28	04/24/19	Repl. H. Ceron
Cagney, Allyson P3	Instructional Specialist	Resource Center	C-7	09/09/19	Budgeted
Choi, Andrew	Custodian	Alcott Elem	\$21.28	04/23/19	Repl. P. Reamer
Demir, Ali NC	Teacher	Rose Hill MS	C-0	09/04/19	Leave Replacement
Dobranic, Tamara P3	Teacher	Franklin Elem	A-0	09/10/19	Leave Replacement
Georges, Jennifer NC	.1 Librarian	Smith Elem	C-0	09/05/19	Budgeted
Hammond, Laurin NC	.2 Teacher	Keller Elem	C-5	09/10/19	Budgeted
Hatlen, Kathryn P3	.9 Teacher	Kirk/Community/Franklin Elem	A-0	09/09/19	Budgeted
Kain, Elizabeth P3	.4 Teacher	Rose Hill Elem	C-0	09/09/19	Budgeted
Lee, Dee Anna P1	.2 Teacher	Barton Elem	D-16	09/09/19	Budgeted
Middleton, Kristi P3	Teacher	Rose Hill MS/Kirkland MS	C-0	09/12/19	Budgeted
Plotkin, Sharon	Instructional Assist	Extended Day	\$19.98	02/20/19	Budgeted
Saephan, Chai	Custodian	Twain Elem	\$21.28	03/11/19	Repl. S. Swain
Sarmiento, Francisco P3	Teacher	Muir Elem/Rose Hill Elem	A-0	09/18/19	Budgeted
Wright, Chris NC	.6 Teacher	Inglewood MS	A-0	09/16/19	Budgeted

RETIREMENTS/RESIGNATIONS/TERMINATIONS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Start</u>	<u>Effective Date</u>	<u>Reason</u>
Bagby, Michelle	Special Ed Para Ed	Rosa Parks Elem	08/28/17	09/13/19	Resignation
Coonan, Katie	Teacher	Finn Hill MS	08/26/19	09/03/19	Resignation
Nilsen, Kathleen	Secretary	Evergreen MS	09/17/08	09/12/19	Resignation
Ray, Betty Ann	Office Manager	Kirkland MS	08/01/88	09/30/19	Retirement
Scully, Kari	Special Ed Para Ed	Rose Hill MS	10/22/19	10/01/19	Resignation
Sheets, Susan	Admin Secretary III	Facilities/Maintenance	05/13/04	10/01/19	Retirement
Skillingstead, Melna	Health Room Secretary	Int'l Community	11/03/14	09/25/19	Retirement
Smiley, Paula	Special Ed Para Ed	McAuliffe Elem	10/29/12	09/20/19	Resignation

Human Resources Board Report September 23, 2019



CHANGE OF CONTRACTUAL STATUS

<u>Name</u>	<u>Location</u>	<u>Change</u>	<u>Effective Date</u>
Bratton, Tyler	Timberline MS	.8 P3 to 1.0 P3	08/26/19
Doughty, Kirstin	Finn Hill MS	.5 P2 to .5 P2/.5 NC	08/26/19
Steward, Miranda	Juanita HS	.6 P1 to .8 P1	08/26/19
Walker, Kate	Juanita HS	.6 P3 to .8 P3	08/26/19

CHANGE OF POSITION

<u>Name</u>	<u>Old Position</u>	<u>New Position</u>	<u>Effective Date</u>	<u>Reason</u>	<u>New Salary</u>
Kilstrom, Kevin	Technical Support Specialist	Technology Solutions Analyst	06/18/19	Budgeted	\$67,455.00
Prudente Rodriguez, Susana	Custodian	Head Custodian I	02/15/19	Repl. F. Pease	\$22.47
Rogers, Melissa	Admin Sec III	Technology Solutions Analyst	06/18/19	Budgeted	\$67,455.00

CONDITIONAL CERTIFICATE, 2019-20

September 23, 2019

SITUATION

In accordance with WAC 181-79A-231 the state provides school districts the authority and flexibility to hire individuals in hard-to-fill and/or shortage categories on a conditional certification. If approved by the appropriate board of directors, the Office of Superintendent of Public Instruction (OSPI) will issue staff identified by the district a conditional certificate, which then deems the individual appropriately certified by the state. The conditional certificate may be issued to individuals in all endorsement areas.

For the 2019-20 school year, Lake Washington School District is requesting five (5) conditionally certificated teachers. This equates to a cumulative FTE of 2.8. Below are the names of the teachers, the school assigned, the FTE, and the specific content area.

Name	School	FTE	Endorsement Area
Curry, Sean	EHS	1.0	Math
Wright, Chris	IMS	0.6	Spanish
Ahmadi, Julia	IMS	0.6	FCS
Behzad-Pour, Parisa	EvMS	0.2	French
Mederos Vazquez, Iran	EvMS	0.4	Spanish

RECOMMENDATION

The Board of Directors approves and authorizes submission of the conditional certificate applications to OSPI per WAC 181-79A-231 for the five teachers listed above

OUT-OF-ENDORSEMENT ASSIGNMENT WAIVER

September 23, 2019

SITUATION

In accordance with WAC 181-82-110 individuals with initial, residency, endorsed continuing, or professional teacher certificates who are employed with a school district may be assigned to classes other than in their areas of endorsement.

For the 2019-20 school year, Lake Washington School District has staffed seven (7) teachers out of their areas of endorsement. This equates to a cumulative FTE of 3.75. These teachers are currently pursuing endorsement adds through OSPI. Identified below is the name of the teacher, the school, the FTE that is out-of-endorsement, and the specific content area in which the teacher is pursuing endorsement adds for compliance.

Name	School	FTE	Out of Endorsed Area
Asante, Natalie	EHS	0.4	Social Studies
Boise, Lucile	RHMS	0.4	Social Studies
Cook, Christian	RHS	1.0	Special Education
Ellis, Marlee	EHS	1.0	Special Education
Fairfield, Madison	RMS	0.4	Social Studies
Mendez, Carla	TMS	0.4	Social Studies
Zwink, Jocelyn	TMS	0.15	Computer and Information Technology

RECOMMENDATION

The Board of Directors approves these out-of-endorsement assignments per WAC 181-82-110 for the seven teachers listed above.

DONATIONS

September 23, 2019

SITUATION

Individuals and/or groups periodically desire to make monetary donations to the school district. Monetary donations which exceed \$1,000 are submitted for board approval. Following is a list of those requests for the time period including the individual or group making the request, the amount of donation and the purpose for which the funds are to be used.

<u>From</u>	<u>Amount</u>	<u>Purpose</u>
Lake Washington Schools Foundation to Lake Washington School District	\$18,000.00	To provide student scholarships for summer school.
California Casualty Management Company to Lake Washington School District	\$1,250.00	Green Ribbon award.
Juanita Schools Foundation to Juanita Elementary School	\$8,225.00	To support volunteer program.
Eastlake High School PTSA to Eastlake High School	\$7,550.00	To support prevention intervention and math lab.
TOTAL	\$35,025.00	

RECOMMENDATION

The Board of Directors accepts the donations as identified at the September 23, 2019 board meeting.

STRATEGIC PLAN CONNECTIONS
EQUITY AND CULTURALLY RESPONSIVE TEACHING
FACILITY UPDATE

September 23, 2019

SITUATION

The Board will periodically receive updates on District programs and initiatives that support the overall goals of the LWSD Strategic Plan. Updates are designed to note specific areas of progress, provide more detailed information about current developments and items of interest, and allow the community to hear about work that supports the mission and vision of Lake Washington School District.

This agenda item also allows the Board to hear from District leaders and interact with them regarding the critical work of a specific department and/or area of responsibility. The topics to be presented at Monday's board meeting are: Equity & Culturally Responsive Teaching and a Facility Update.

RECOMMENDATION

The Board of Directors receives periodic reports on connections to the Lake Washington School District 2019-22 Strategic Plan.