

LAKE WASHINGTON SCHOOL DISTRICT NO. 414

BOARD OF DIRECTORS' MEETING

Due to current social distancing precautions, all meeting participants will be joining the meeting remotely in alignment with current proclamation issued by Governor Inslee. The board meeting will be livestreamed and viewable on the [district website](#). If you are unable to live stream the meeting, you may call (425) 936-2805 or (425) 936-2809/Conference ID: 471683 to listen to the meeting in alignment with the Governor's proclamation.

There will be no in-person public comment to ensure social distancing. All public comments should be submitted in writing to djenkins@lwsd.org by 1:00 p.m. on the day of the board meeting.

April 6, 2020

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

April 3, 2020

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 April 6, 2020 beginning at 5:00 p.m. in the Board Room of the Resource Center, 16250 NE 74th Street, Redmond, WA.

Due to current social distancing precautions, all meeting participants will be joining the meeting remotely in alignment with current proclamation issued by Governor Inslee. The board meeting will be livestreamed and viewable on the [district website](#). If community members are unable to live stream the meeting, they may call (425) 936-2805 or (425) 936-2809/Conference ID: 471683 to listen to the meeting in alignment with the Governor's proclamation.

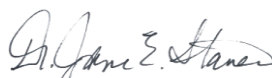
There will be no in-person public comment to ensure social distancing. All public comments should be submitted in writing to djenkins@lwsd.org by 1:00 p.m. on the day of the board meeting.

In addition, the board meeting schedule is being revised. Study sessions will be limited during this time and updates on the district closure due to the Coronavirus will be provided during the regular board meetings. Additional board meetings were scheduled to be held on April 6, April 13, and the currently scheduled meeting on April 20; all meetings will be held at 5:00 p.m.

Order of Business

1. Convene, Roll Call
2. Approve Agenda
3. Recognitions
4. Public Comment
5. Consent Agenda
6. Non-Consent Agenda
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

April 6, 2020

The board meeting will be livestreamed and viewable on the [district website](#). If you are unable to live stream the meeting, you may call (425) 936-2805 or (425) 936-2809/Conference ID: 471683

Action **Tab** **Page**

5:00 p.m. Convene, Roll Call

Approve Agenda

Recognitions

- Proclamation - School Library Month- April 2020

Public Comment – *[only to be submitted in writing or phone message. There will be no in-person public comment to ensure social distancing due to the Coronavirus]*

Consent Agenda

- Minutes {March 30 Board Meeting} 1
- Human Resources Report 2 6

Non-Consent Agenda

Superintendent Report

- Update on School Closure
(March 12-April 24, 2020) due to Coronavirus

Board Member Comments

Adjourn

Next Board Meeting: **April 13, 2020**
5:00 p.m. Board Meeting - *Location: meeting held remotely*

April 20, 2020
5:00 p.m. Board Meeting – *Location: meeting held remotely*

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

OFFICIAL MINUTES
LAKE WASHINGTON SCHOOL DISTRICT NO. 414
Board of Directors' Meeting
March 30, 2020

The board meeting was called to order on March 30, 2020 by President Siri Bliesner at 5:00 p.m.

CALL TO ORDER

Due to current social distancing precautions because of the Coronavirus, all meeting participants will be joining the meeting remotely in alignment with current proclamation issued by Governor Inslee. The board meeting will be livestreamed and viewable on the [district website](#). Viewers could call (425) 936-2805 or (425) 936-2809, Conference ID: 471683, to listen to the meeting in alignment with the Governor's proclamation.

There will be no in-person public comment to ensure social distancing. All public comments should be submitted in writing to djenkins@lwsd.org by 1:00 p.m. on the day of the board meeting.

Members present remotely: 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 Mark Stuart.

APPROVAL OF AGENDA

Motion carried.

Siri Bliesner read public comments submitted by Lisa Guthrie regarding services for children with Individualized Education Plans (IEPs) and Tanya Rusak regarding coordination of core instruction, specifically Algebra 1 and 2, since the district closure on March 11.

PUBLIC COMMENT

Mark Stuart moved to approve the consent agenda. Seconded by Chris Carlson.

CONSENT AGENDA

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

Motion carried.

Approves minutes of the March 9, 16, and 23 study sessions, March 17 and March 23 special board meetings, and March 9 board meeting.

APPROVAL OF MINUTES

Approves March 30, 2019 Human Resources Report.

APPROVAL OF HUMAN RESOURCES REPORT

Approves the revised 2019-20 board meeting schedule as presented.

2019-20 BOARD MEETING SCHEDULE

Accepts the 2019-20 Building Condition Assessment Report.

BUILDING CONDITION ASSESSMENT (BCA) REPORT, 2019-20

Authorizes the superintendent or her designee to approve contract modifications with Lydig Construction, Inc. to proceed Amendment No. 5 for the Lake Washington High School Addition project in the amount of \$1,890,185 plus sales tax.

GC/CM CONTRACT AMENDMENT NO. 5 LAKE WASHINGTON HIGH SCHOOL ADDITION PROJECT (SITE 84)

NON-CONSENT AGENDA

SUPERINTENDENT REPORT

Dr. Stavem provided an update on the district closure since March 11, 2020. The week, the focus has been on how to provide ongoing continuous learning for students. School districts are navigating what online education looks like in alignment with guidance from the Office of Superintendent of Public Instruction (OSPI). School districts received additional guidance last week from OSPI and continue to add instructional resources to families. There is a wide spectrum of families wanting more and those who are just juggling to meet the daily needs of their families. Currently, plans are being developed to meet the needs of high school students to ensure that they are on track to graduate. Graduation is fast approaching and we need to acknowledge missed opportunities for students during these last few months. The district is working to ensure that all families have internet access. Another issue that is being reviewed is the possibility of losing the spring sport season which could impact college scholarships.

UPDATE ON SCHOOL CLOSURE

Dr. Stavem continued and highlighted that the current guidance from the OSPI is to move to curriculum-based remote learning. This call to action will require significant efforts and a shift in current practices. This guidance gives the district an opportunity to build upon the work which has already been started.

Dr. Stavem continued and noted that spring break will be observed by staff. Families can still access instructional resources. Nutritional services for families and childcare will still be provided.

She noted that everyone is figuring out new routines while adhering to the “shelter at home” order issued by the Governor. Parents are assisting students and teachers are working to provide resources while managing their families. Staff is working hard to fill in the gaps, connect with families, and provide learning resources. She asked families to continue to monitor the district’s website for latest developments.

Mike Van Orden, Associate Superintendent of Teaching and Learning Services, noted that this is a defining moment in history and acknowledged the work that staff has been doing. The horizon changes with updates on guidance provided at the federal and state levels. The district officially closed on March 11 and plans were made to provide learning resources to families because of the COVID-19 virus. He described a timeline of activities. On March 23, the U.S. Department of Education noted that school districts needed to deliver remote learning in case the closure was longer than expected. So, the district pivoted to switch learning from supplemental, enrichment, and reinforcement learning resources for a short-term closure to helping student progress in their learning using district curriculum and meeting the Class of 2020 graduation requirements in the likelihood that the district will be closed for the remainder of the school year.

The district has been working with the Lake Washington Education Association to develop a Letter of Understanding of how teachers will work to provide meaningful learning for students. A professional development plan has been developed to provide a different model to students which use curriculum

remote learning tools and resources starting which will begin on April 20. A voluntary pilot program will begin for some teachers to reach out to families prior to April 20. Teachers will assess and provide feedback to students on their work; course credit will be provided for secondary students. Special education teachers will contact families and determine which students need additional supports. Counselors will review the progress of seniors and reach out to those students that may need additional support to stay on track for graduation.

Mike Van Orden noted that it is unknown if the district will be closed for the remainder of the school year, but are planning for both a short-term closure and a long-term closure. He responded to board members questions.

Matt Gillingham, Associate Superintendent for Student and Community Services, provided an update on the activities of counselors. They have been meeting in small groups to address the social, emotional learning at all levels.

Jon Holmen, Deputy Superintendent, noted that the district has been working with Microsoft to review and discuss remote learning. The architecture of the network system is being reviewed due to the increased usage. Everything goes through the district network in order to ensure filtering and privacy issues.

Barbara Posthumus Associate Superintendent for Business Services, conveyed that her staff is tracking the costs of the school closure such as additional cleaning and health room supplies, additional staff time, use of outside vendors for deep cleaning, purchase of hot spots, mileage for campus security, etc. Approximately \$300,000 has been expended and that number will increase. On the other side, there have been some savings due to the school closure (less fuel for buses, lower utilities, no substitutes). There will also be revenue losses such as extended day, preschool, shuttle bus fees, refunds on athletic fees, leases, etc. Approximately \$400,000 loss in revenues. She continued and noted that King County was allowing delay in the collection of property taxes from April 30 to June 1 which will impact revenue streams.

LAKE WASHINGTON SCHOOL DISTRICT NO. 414

Board of Directors' Meeting

March 30, 2020

She reviewed the status of the other funds:

Associated Student Body Fund – unknown what impacts may occur in this fund due to fundraising events being cancelled and expenditures have been made.

Capital Funds – over \$800,000 of staff laptops were purchased three months earlier for staff; \$2.9 million of student laptops were also purchased. The bond refunding scheduled for the end of April may be delayed due to change in financial markets.

Debt service fund – The delay in property tax payments/ collections could impact cash available to pay debt service.

She noted that the district may be able to get reimbursement for some costs through Federal Emergency Management Act (FEMA).

Siri Bliesner thanked staff for their work during this difficult time.

BOARD MEMBER
COMMENTS

The board convened into executive session for 45 minutes at 6:45 p.m. to review the performance of public employee and reconvened at 7:30 p.m.

EXECUTIVE SESSION

Chris Carlson moved to adjourn. Seconded by Mark Stuart.

ADJOURNMENT

Motion carried.

The meeting was adjourned at 7:30 p.m.

Siri Bliesner, President

Jane Stavem, Superintendent

Diane Jenkins
Recording Secretary

Human Resources Board Report

April 6, 2020



NEW PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Salary/Rate</u>	<u>Start Date</u>	<u>Reason</u>
Beso, Amel	Custodian	Eastlake HS	\$24.68	10/07/19	Budgeted
Cam, Thu	Custodian	Redmond HS	\$24.68	09/30/19	Repl. J. Chong
Chow, Christina P3	Teacher	Elem Pool	A-0	08/24/20	Budgeted
Deakin, Christin	Special Ed Para Ed	Mann Elem	\$22.50	10/01/19	Budgeted
Desathi, Usharani	Special Ed Para Ed	Barton Elem	\$22.50	10/16/20	Budgeted
Dimond, Matthew	Behavioral Health Serv Clinical Specialist	Special Services	\$43.80	11/12/19	Budgeted
Garcia, Wilfredo	Lead Custodian	Finn Hill MS	\$25.25	10/14/19	Repl. S. Han
Garrels, Claire P3	Teacher	SpEd Pool	A-0	08/24/20	Budgeted
Gilson, Zachary	Custodian	Blackwell Elem	\$24.68	10/14/19	Repl. C. Yang
Hughbanks, Amber P3	Teacher	Inglewood MS	C-0	08/24/20	Budgeted
Irvine, Daniel	Principal	Inglewood MS	\$151,545.00	07/01/20	Repl. T. Patterson
Kidd, Jade P3	Teacher	Eastlake HS	C-2	08/24/20	Resignation
Klaka, Eilene P3	Teacher	Eastlake HS	C-0	08/24/20	Budgeted
Lively, Blake	Special Ed Para Ed	Kirkland MS	\$19.40	10/21/19	Budgeted
MacInerney, Haley P3	Teacher	Inglewood MS	A-0	08/24/20	Repl. C. Wright
Manjit Pohar	Special Ed Para Ed/Instruction Assist	Twain Elem	\$19.40/\$19.42	09/23/19	Repl. N. Leardi
Mohan, Jyoti P3	Teacher	Elem Pool	A-0	08/24/20	Budgeted
Molina, Patricia P3	Teacher	Eastlake HS	C-0	08/24/20	Budgeted
Morrison-Carson, Demi	Special Ed Para Ed	Kirkland MS	\$19.40	10/21/19	Budgeted
Phipps, Jennifer P3	Teacher	Elem Pool	C-0	08/24/20	Budgeted
Sandlin, Amanda P3	Teacher	Eastlake HS	C-0	08/24/20	Repl. E. Haskin
Showler, Ethan P3	Teacher	Elem Pool	C-0	08/24/20	Budgeted
Velasquz, Maria-Elena P3	Teacher	Elem Pool	C-0	08/24/20	Budgeted
Wheaton, Ashley P3	Teacher	Inglewood MS	A-0	08/24/20	Repl. B. Wendell

Human Resources Board Report

April 6, 2020



RETIREMENTS/RESIGNATIONS/TERMINATIONS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Start</u>	<u>Effective Date</u>	<u>Reason</u>
Ballew, Anne	Instructional Assist	Dickinson Elem	09/15/92	08/31/20	Retirement
Masterson, Morgan	Teacher	Lake Washington HS	08/27/18	06/20/20	Resignation