

OFFICIAL MINUTES
LAKE WASHINGTON SCHOOL DISTRICT NO. 414
Board of Directors' Study Session
March 16, 2020

The March 16, 2020 study session was called to order by President Siri Bliesner at 5:00 p.m.

CALL TO ORDER

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

ROLL CALL

Present: Superintendent Jane Stavem.

The following topics were discussed:

TOPICS

- Update on District Closure (March 12-April 24, 2020) due to Coronavirus
- Superintendent Search Process

Dr. Stavem provided updates regarding school closures and district plans that comply with current Office of Superintendent of Public Instruction (OSPI) guidance due to the Coronavirus (COVID 19). At this time, all district schools are closed from March 12-April 24. Dr. Stavem said that information continues to change daily and, as a result, district plans continue to be modified to align with directives from multiple sources (Governor's Office, OSPI, King County Health Department, and Center for Disease Control). The district is operating on a model that provides basic services, including:

UPDATE ON DISTRICT CLOSURE

- Meals for breakfast and lunch for families that request the service.
- Access to basic learning resources to support families during the extended closure.

The district is determining the feasibility of offering childcare for critical staff in the medical profession, including first responders.

The district was closed on Monday and Tuesday and staff were asked to work remotely for the duration of the week. Essential staff will be identified for working onsite and those who can and should work remotely will continue to work from that location per order of the Governor.

The Emergency Operations Center (EOC) was convened at the outset of the pandemic event and have been operating onsite and remotely for ongoing planning and preparedness.

District updates have been provided on an ongoing basis and the goal is to assume some type of normal routine for regular updates using schools as the primary communication source for students and families.

The Board heard updates from Cabinet members for their respective areas.

Business and Support Services

Barbara Posthumus, Associate Superintendent of Business and Support Services, provided an update on areas of planning related to Operations and Business Services. We are continuing to run basic operations and financial functions of the district. The authority given recently for bond sales covers a span of nine months, so no decision needs to be made anytime soon given market volatility.

Human Resources

Jon Holmen, Deputy Superintendent, provided an update regarding current leave policies and procedures for staff during closures.

Instructional Services

Mike Van Orden, Associate Superintendent of Teaching and Learning, provided an overview on the current guidance and how the district is providing access of resources for families during this closure. District staff have worked on plans to provide families that do not have devices and internet service. There will also be opportunities to access hard-copy resources if needed. Staff will continue to vet possible resources. There may be some internet resources that continue to be blocked on school district devices to ensure all requirements are met for safety and compliance with privacy laws. The district continues to be responsible for all compliance even during the time of school closure. The discussion also covered the guidance that directs schools to provide resources, but these resources are not a replacement for school in the traditional sense. The district has requested

further clarity on guidance that directs services related to special education.

Student Services

Matt Gillingham, Associate Superintendent of Student and Community Services, provided an update on Emergency Operations and planning that has occurred to date. We have established an EOC and team members have assigned roles and areas of responsibility. The team is meeting daily and providing updates to Cabinet and Dr. Stavem. Team members have also been busy providing answers and clarification to building and department staff members as we continue to receive and interpret guidance from a variety of sources. Communications staff have been working to respond to questions, provide clear and consistent information to many different audiences, and have done an outstanding job of managing multiple moving parts to the entire picture of communications.

Dr. Stavem commented that the entire district has done an outstanding job of stepping up to address the myriad of issues, while remaining flexible, and working to do their best to provide services in the manner that has been directed.

The Board discussed next steps for the superintendent selection process. A special board meeting has been scheduled for March 17, 7:00 p.m. for the purpose to meet in executive session to evaluate the qualifications of an applicant for public employment.

SUPERINTENDENT
SEARCH PROCESS

The meeting was adjourned at 8:30 p.m.

ADJOURNMENT

Siri Bliesner, President

Jane Stavem, Superintendent

Diane Jenkins
Recording Secretary