

Re-Opening Committee Meeting Minutes

July 17, 2020

Goals for this meeting:

1. Consider further-developed options for consideration and gather feedback; and
2. Make Committee recommendation to the Board

Attendees:	Role	In Attendance
Spencer Welch	Facilitator	x
Kent Kultgen	Superintendent	x
Shawn Stevenson	Executive Director of Academic Services	x
Kim Radek	Administrative Assistant	x
Kristin Foley	Communication Director	x
Eran Gourarie	Executive Director of Technology	
Becky Brockman	Interim Exec. Director of Special Services	x
Tom Laufmann	Executive Director of Business Services	x
Miriam Mickelson	Executive Director of Teaching and Learning	x
Ralph Rohwer	Executive Director of Operations	x
Darryl Pernat	Executive Director of Human Services	
Jeff Larson	Principal, Glacier Peak High School	
June Shirey	Director, AIM High School	x
Monica Bauer	Principal, Valley View Middle School	x
Heidi Rothgeb	Principal, Central Elementary	x
Kert Lenseigne	Principal, Cascade View Elementary	x
Mike Anderson	Principal, Cathcart Elementary	x
Veronica Schmidt	Transportation Supervisor	x
Jami Cross	Admin Assistant/PSE President	x
Justin Fox-Bailey	SEA President	x
Concepcion Hellmund	Para Ed/Spanish Translator	x
Sara Woolverton	Executive Director of Special Services (Fall)	x
Marty Grasa	Director of Food Services	x
Kristy Thompson	Parent	
Rebekah Cruze	Parent	x
Erin Houg	Parent	x
Kris Pieper	Nurse	x
Lew Dickert	Principal/Little Cedars	
Megan Hutchison	Teacher/SEA Vice-President	x
Angela Cohen	Parent	x
Lisa Russon	Parent	x
Megan Sursely	Parent	x
Mitzi Feltz	Parent	x
Jennifer Box	Parent	x
Kolleen Daly	Parent	x
Camillus Williams	Parent	x
Stephanie Newton	Parent	x

Old Business:

Welcome/Comments about Meetings from July 10 Meeting/Goals for this Meeting/Review focus of our Shared Work Together
Kent Kultgen welcomed the group and explained that we have a really packed meeting today.
Dr. Kultgen explained as we wrap up and make a recommendation today, he wanted to thank the group for the time they have put in. There are many details that need to be worked out still, but we have laid the foundation so that other decisions can occur. The Academic Committee will dive into the details. The process from here, is this group will come up with a recommendation for the July 22 Board meeting, where the Board will hear a first reading, then at the Aug. 12 th Board meeting they will hear a second reading a final recommendation. We will get information out to our community this week.
There were not any comments regarding the meeting minute notes from the July 10 th meeting.
Our goals for today are 1) Consider further refined plan for consideration and gather feedback for the Academic Committee and 2) The committee will make a recommendation to the Board of Directors.

Review Primary Considerations Ideas
<ul style="list-style-type: none">• High Quality Learning Opportunities for All Students• Safety• Sustainability• Community
Reviewed our primary considerations in which to evaluate the plan.

Old Business

Share out form Cert Subcommittee Working Group and Parent Information Group
Justin Fox-Bailey shared with the group the update on what the certificated subcommittee discussed. They went through the ABAB and AA BB schedule. There was a recognition that there are some advantages from one schedule to other schedule, but the favored plan is an ABAB schedule due to the regularity and contact more often with the students. There was some conversation whether we have a 4 day a week plan or 5 day a week plan, and how teachers would manage the workload.
The Certificated Committee then spent quite a bit of time talking about safety and implementation.
Mr. Fox-Bailey offered the certificated staff, Zoom drop in sessions so that they could ask further questions. There are about 620 certificated staff members and about 160 of them stopped by for the 90 minutes Zoom session.
Superintendent Kultgen shared and update from the Parent Information Group meeting. They realize we are living in this new world and they are wrapping their mind around how it works. The Parent Group is understanding the schedule, and now they are moving into the implementation and next step questions.
The Parent Group wants to know how they can stay in touch. He wants to offer the same opportunity for the parents that are on this Re-Opening Committee.

Discussion of the Plan
Dr. Kultgen went over how the plan has evolved. He shared the Re-Opening Committee Board recommendation document:

Options

1. Schedule – instruction and learning happen daily in each option. Each option will have an identified schedule when interaction between teacher and student will occur. Frequency will vary depending on the option.
 - a. ABAB A/B
 - i. Combination of face to face and at home learning
 - ii. Rotating 3 days one week 2 days the next week
 - b. Online only option
 - i. Independent student pacing (9-12 or 6-12) – Scheduled teacher check in and support. No scheduled instruction (Currently the district's APEX online learning program)
 - ii. Teacher generated online course. Daily schedule with planned instructional times. Office hours. Teacher instruction, modeling, assessment and intervention.
 - c. Parent Partnership Program (PPP) – Homeschool partnering with the school district
 - d. All day every day – K-3, SPED, ELL – possible examples below – groups could be placed in different options
 - i. K-3 – add classes so K-3 can attend all day every day. Student enrollment and number of students choosing online or PPP option could create possibility of more grades attending full time every day.
 - ii. Special Education (SPED) – students attend with the scheduled A or B day, then attend other days as well so they are present 5 days per week
 - iii. ELL – students attend with the scheduled A or B day, then attend one other day as well to receive language acquisition instruction and support
 - e. Distance/Remote – school closure
 - i. Daily scheduled time for instruction
 - ii. Daily scheduled time for support, questions, office hours

Schedule Consideration

1. Instructional minutes for students
 - a. We must maintain the state required instructional minutes for students
2. Actual schedule – including daily/weekly times students are interacting with their teacher, frequency, what happens during each session
 - a. Example- Distance/Remote –
 - i. Daily schedule class times for instruction M-F (# or periods (sec) or subjects to focus (elementary) on may need to be determined)
 - ii. Daily office hours where teachers are “online” and available for questions, modeling, etc.
 - iii. Example- Online elementary option with teacher schedule. M-F Online virtual instruction from 8-11am. 11-12pm lunch and break. 12-1:00pm planning. 1-2:30pm – online office hours
3. Maximize number of students all day every day – K-3, SPED, ELL, other...
 - a. Impact of utilizing specialist, LSS, etc. to create extra classes needed to maintain 6-foot distancing in classrooms
 - b. Teacher planning time at elementary if specialists are in classrooms
 - c. Professional Development needed for staff – new content at elementary
4. Teacher planning time
 - a. How do we provide teacher planning time at elementary without specialists
5. Teacher collaboration time and PD - PGF

<p>The guiding principles are important values that we are holding. The Academic Committee are using these values as their basis. These values are strong, and we have to have quality learning for all kids no matter what mode of education we use. We have to keep the staff and students safe.</p>
<p>The first sentence under schedule is important. <u>Education will happen daily.</u> Nobody including staff wants the same type of learning that we had last spring. Last spring, we were in survival mode. This fall has been planned and well-thought out.</p> <p>Each option will have an identified schedule, and interaction between student and teacher will occur.</p>
<p>Hybrid Option - ABAB and a rotating day on a Friday with a combination of in-class learning and remote learning.</p> <p>Online Option- There will be online option for families that are not comfortable with sending their children back to class yet. Currently, the district has the APEX online program where students individually walk through their classes. Then we will offer the teacher generated online course, where students learn from their teachers and there will be a set schedule of learning time and a time for teacher office hours. This will be an option for grades K-12.</p> <p>Homeschool Partnership Option- Parent Partnership Program (PPP) an option where parents will partner with the school to provide homeschooling.</p> <p>Face to face option, all day every day in class for K-3, special education students and possibly ELL students. A way to reach out to kids furthest away from educational justice.</p> <p>Remote Learning- With the face to face plan or hybrid plan, we need to have flexibility so that if we have to move back to an online platform for everyone, we can do it quickly if we need to.</p>
<p>Mr. Fox-Bailey noted that some of these plans may need to flex a bit when we get to the practical scheduling aspects based on further meetings as the Academic Committee meets. Language should be added to the document to add flexibility as we get into the details.</p> <p>Dr. Kultgen noted that words do matter. We have been in these meetings from the beginning, so we know that intent and that the schedules need to be flexible depending on the circumstances of each student and family. We do need to add language in for flexibility.</p>
<p>A parent commented that the committee had discussed the rotating day be a Monday instead of a Friday. Dr. Kultgen stated that we did look into that, and that our first holiday on a Monday is not until February. The Academic Committee will make sure they take a look at all of the holidays and days off and see which days are really impacted by vacation/holiday days.</p>
<p>A certificated staff member said when teachers look at this document for the first time there will be a lot of questions. A concern for teachers is functioning within the schedule and having time to prep, plan and implement.</p>
<p>A parent added that we should include the list of primary considerations in the document. This has made it easier for her to explain the process on how the Re-Opening Committees has come up with the plan.</p>
<p>A principal stated that she is concerned about putting the word homeschool next to Parent Partnership. The program is much more than just homeschooling. Parents can choose to have lots of involvement or not as much involvement. Dr. Kultgen asked her to come up with a phrase that we can put with PPP in the small group discussion time.</p>
<p>There will be a process for parents to follow if they would like to transfer in-between options. The details of the timing on when families can switch options are not all worked out yet.</p>
<p>Students will be assigned to the AB schedule according to alpha. This is to make it easier for families to be grouped together. There will be options for families to appeal if they don't fit in the alpha schedule that was originally assigned to them.</p>

<p>The Re-Opening Committee has talked a lot about safety. The district does have to follow the state guidelines and we need to explain that to our community. There is a 6ft. distance requirement in-between students. Please note the guidance doesn't say students have to wear masks, but they can wear face-coverings including face shields. Students can wear face shields, and teachers can wear face shields when they are teaching. We have discussed health screenings and hygiene (washing hands in our daily schedule), and the grouping of students. So, if one student gets sick in a classroom you don't have to shut down the whole school. We will need to discuss lunch, recess and passing times. We want to maintain a high level of safety.</p>
<p>There will be further refinements to the plan presented to add language about flexibility and how Parent Partnership is described.</p>
<p>Mr. Welch said thanks to Dr. Kultgen for the thoughtful description of the plans.</p>
<p>Mr. Welch explained what to discuss in small groups; 1) The challenges that need to be addressed still, and 2) Further details are needed in order to implement the plan and make the transitions as smooth as possible. The committee then broke into small group sessions for 30 minutes.</p>
<p>Mr. Welch welcomed the group back and invited people to share from their small group discussions.</p>
<p>A parent shared that her group felt that distance learning needs to be focused on first, and then work on face to face details with the virus rates going higher. The group shared that they did have a concern that the ABAB did not have a prep time identified for teachers. Wording should be added to help teachers and students get used to this is the new normal. The group discussed using alpha instead of address for they hybrid schedule. They discussed secondary kids for cohort structure, and asked, "Are students going to stay in the same class or move around the building?" They discussed food service needs and how many students will be in the building so they can begin planning? They discussed the importance to direct the Academic Committee to focus on distance learning first, and the need for consistency for back and forth between home and online for students and teachers. Start with distance learning expectations then dive into what it looks like when we have kids.</p>
<p>Another group discussed the timeline of getting the plan out to parents. If the Board is not going to approve the final plan until Aug. 12 that is not enough time to plan for families and teachers. Their group felt like a poll needs to go out to parents and a decision needs to be made sooner. The group discussed that there are different levels of special ed and ELL students and which students need to come every day? The group needs clarity on the online model and who is teaching? Do teachers have an option of teaching online if they have health concerns? How many students would an online teacher have in a class? The safety for everyone coming back is a concern, and whether bus drivers would have to take student's temperatures or is there an app so that parents can do health checks at home? The process for switching from one type of learning to another type of learning for family's needs to be clarified. Some type of application process that goes to the school for review.</p>
<p>A parent noted that we need to communicate with working families and let them know that we as a group did take the impact that they will have on their lives as a consideration. The group talked about being prepared as a district if OSPI or the governor says we have to go all online at the drop of a hat. We talked about there needs to be consistency from school to school how screenings are done, how classrooms are laid out, lunches and recess are handled.</p> <p>Another parent from the group talked about the impact on working families is not listed on the Board recommendation, but we had a lot of conversation in our meetings about it. One of our guiding principles is community. She asked if we could pull in Boys and Girls club, YMCA and local churches into our overall recommendation. Communication needs to be clear and consistent and aligned across the district.</p>
<p>The parent in this group said that their group discussed similar topics. There was a question on how education was going to occur on the student's day at home. Will students be learning from their own teacher or a different teacher? The group also discussed that families need to make a commitment to the learning style they choose for a certain period of time. Parents need that expectation for school planning. They discussed safety health checks, using an app or text where parents are able to do at home will</p>

alleviate some of the pressure for the school to do that. Anything we can do to make it a little easier at the schools. They discussed how bussing and transportation is going to look. Encourage parents dropping of their child to make it easier for bussing. Another parent asked how decisions are going to be made on who gets to ride the bus and who can't? Who is going to walk and who needs to drop off? Communication needs to go out to families sooner than later so they can prepare.

A principal said their group discussed transportation, safety and moving between learning options. Maybe families could switch to a different style of learning at grading periods. The group thinks that the plan should have more visuals when it goes out to the public.

People need more information about the K-3 all day, everyday option. Teachers don't know exactly what that will look like especially for Kindergarteners. The plan needs to have clarity under the online options and understanding the difference between the APEX online program and the teacher driven online program. Maybe that can be simplified so that people can understand the difference of online learning and remote learning. There was a discussion that it is important that parents understand that we have to follow the state guidelines and we want to have a partnership with parents. We need to address childcare if we are on the AB schedule. A parent noted that their group also talked about the district's plan if the state does shut everything down or if there is an outbreak at a school.

The next group talked about special education and special populations and needing a definition of defining what is all day/every day. Their group talked about consistency from school to school and a common understanding of the educational standards from general education to special education. The group spent some time talking about the alpha breakdown and that the groups need to be balance and there needs to be flexibility for families. There was a question is there enough availability using community partners for childcare needs?

Mr. Fox-Bailey said his group suggests a document to the Board identifying the rejected ideas and why the committee rejected them and the process of how this committee made the decisions we did make. We need to define next steps and which groups are working on the details that need to be done. Let people know that work will continue to be done after the July 22 Board presentation. Under the Parent Partnership, we recommend the statement, "K-10 educational options that serves as a support network for families pursuing alternatives to everyday and onsite education but that still can be accommodated in the school of origin." The notion is that the program is really quite flexible. The statement that should go with the plan out to the public should read something like this, "The range of models will be implemented with flexibility based upon further guidance from educators, health authorities, community engagement, local negotiation of employee groups and based upon health conditions in the community." With knowing at some point, we will be all on site but at other times we may be doing distance learning. This is what education looks like as a continuum in Snohomish.

Debrief

Dr. Kultgen heard that communication is very important. We don't want to lose families in the district. This document needs to be morphed into something more readable for the general public.

He clarified for the group that the timeline from the Board meeting on July 22 moving forward many of the details will be continuing to be worked on.

Transportation and bussing came up. Pick up and drop off, riding on buses and cleanliness.

Recommendation was made to cut down on the choices. We are offering too much by having A-E. E is not an option we will all be remote when school closes. If we look at the AB option and all day option, they are similar. The options should be online, Hybrid/in-class for K-3 and PPP. The group all agreed.

The district is sending a poll out to parents next week.

Consistency from school to school and classroom to classroom is important. We need define what online learning is. The district decided to go with Canvas and Seesaw (K-3) only as a learning platform. We need to understand how to teach and learn through Canvas.

Bussing and transportation came up. We need to continue to work on pick up / drop off, and the cleanliness of buses.
Need to clean up the number of choices available on the document. An adjustment needs to be made in the presentation instead of having A-E listed, E is really not an option it is remote learning if schools close down. And ABAB and all day/every day for K-3 is really one option. So, we can cut it down to 3 options: 1) Hybrid 2) Online 3) Parent Partnership Program The group verified that this would be a better approach for the plan.
Work needs to be done on identifying the different groups that need resources.
Dr. Kultgen like Mr. Fox Bailey's suggestion to Identify what the committee rejected so that we don't spend a lot of time going over ideas that the committee has already looked at. We also need to define the next steps and let people know what we are still working on and how we are moving forward.
Dr. Kultgen will work with June Shirey, Director of the verbiage to use for Parent Partnership.
Questions:
A parent said it would be helpful to her to define the difference between online and the Parent Partnership option. She also brought up dividing the groups A and B by neighborhood or bus routes instead of alpha, that would help the community with childcare and maybe free up transportation to help with lunch deliveries?
Another parent had a concern regarding students learning on the off days at childcare centers. If our YMCA Boys and Girls club, or community partners going to participate in helping the kids with their learning? Those are school days even if the child is not in the classroom.
Ms. Cross emphasized to communicate with rest of the community that we are not doing it on our own. The district has to follow guidelines from the state. There are people that don't like decisions made but they have to know we are doing our best around the state guidelines.
Another parent would like the Parent Partnership explained better. There are a lot of families that don't understand it. Parents need to know exactly what their options are. And with the online program so that parents know that there will be certificated people teaching. The more information we can provide to families the better.
Mr. Welch added that he hopes that the group will share with the people they know in their communities, and that they will stay involved with the district. People are frightened and confused. Let people know how hard the district has been working.
A para emphasized that when polling parents, make a real effort to reach the marginalized families in their language and make sure they have the resources that they need. Many people feel that the all-day/ everyday option is risky for students and teachers if someone gets infected. We need to know the level of care we are going to provide for children in daycare. Not everyone has internet service that is reliable.
A parent stated that she wants to emphasize that we are being told by the state/governor when we get to open, or if we can't open. That information is coming down from the state.

Recommendation
Mr. Welch noted that the document is in process and it is not complete, but is the group comfortable with taking the plan to the Board for a first reading? The general consensus was we are moving in the right direction.
A principal stated that it would be nice if the group could see the final plan with visuals before it goes to the Board.
Dr. Kultgen said that the plan is a work in process and things will continue to change as we move forward. He did like the verbiage that Mr. Fox-Bailey added.

Mr. Fox-Bailey said he is mindful of how hard this work is and that we would have liked more time to work on this plan, but the state didn't send their guidance to us until a month ago. We have done a lot of work with a limited amount of time. Our district is ahead of our peers, they haven't come out with any details either.

Mr. Grasa (food services) said that he agrees that our district is ahead of most of the other districts around us.

Dr. Kultgen said that he has to have the plan to the state within the first 2 weeks of school, but we have to get the information out to staff and parents earlier so they can start planning. We will continue to communicate so that others can make decisions and make decisions for them and their families.

Dr. Kultgen would like to give this group the opportunity to stay involved. The Parent Group wants to continue to meet at least every other week so that we can talk about more developments. Would the parents from this group like to join that group? The Parent Information Group meets on Monday afternoon from 3-4pm.

Closing and Next Steps

This wraps up the process for this committee. Mr. Welch thinks this group is a thoughtful group of people and thanked them for following the norms. The group has done a wonderful job of providing guidance for the district.

Mr. Welch asked about people's view on the process, guidance going forward, or how this went?

A parent stated as a working parent she is communicating with her community that we are considering all options and likes that she had a voice.

A principal appreciates all the parents that participated in this process. There is sincere gratitude for the respectful and constructive feedback. It is clear that people care about the health and safety of our children.

A parent asked what time the Board meeting was on July 22nd? It is at 6pm via Zoom. Agenda is available on the district website.

Dr. Kultgen thanked the group and said that we have some steps ahead of us but if we keep to our values where we want to offer quality education, safety, community needs and sustainability as we move forward.