

Board Chair Jennifer James-Wilson called the virtual meeting to order at 5:31p.m. PRESENT BY ZOOM: Jennifer James-Wilson, Nathanael O'Hara, Doug Ross, Jeff Taylor and Connie Welch. Also present were Superintendent Gessner-Crabtree, staff, and community members.

Director Welch led the Pledge of Allegiance.

#### Agenda

Director Ross moved to approve the agenda as presented. Director Welch seconded and the motion carried 5-0.

#### Recognition

Salish Coast Elementary Principal Lisa Condran recognized staff members for their extraordinary efforts in preparing for the opening of the school. She presented Hero Awards to Tara Clanton, Tracy Gallegos and LaTrecia Arthur. Principal Condran also presented Certificates of Appreciation to Chiarra Klontz, Jennie Watkins, Melissa Love, Nora Sabia, Glenna Nelson, Denise Aedan, Janet McKee, Lisa Olsen, Sheri Shaw, Wanda Leclerc, Dani Moyer, Tristan Marcum, Kirsten Behrenfeld and Kim Clarke.

#### Public Comments

OCEAN parent group VOICE member Bridgette Ramsey extended greetings to the Board and thanked them for their time and their service.

#### Board Correspondence – None

#### Consent Agenda

Director O'Hara moved to approve the consent agenda as presented. Director Ross seconded and the motion carried 5-0. Included on the consent agenda were the following items: 1) Payroll for September 2020; 2) Accounts Payable as of October 15, 2020; 3) Recommend the following actions:

- Hires:
- Recommend Eric Ode as .6 OCEAN Teacher for the remainder of the 2020-21 school year.
  - Recommend Chris Tallon as .5 FTE English Language Arts Teacher, Leave Replacement, Blue Heron Middle School, effective October 5, 2020.
  - Recommend Alayna Nestor as 6.5 Hr/Day Special Education Paraeducator, Salish Coast Elementary, effective October 1, 2020.
  - Recommend Mae Babik as 6.0 Hr/Day Special Education Paraeducator, Salish Coast Elementary, effective October 19, 2020.
- Resignations/Retirements:
- Accept resignation of Joy Modispacher, Bus Driver, effective September 10, 2020.
- Leaves of Absence:
- Approve extension of leave of absence for John Burke, 1.0 FTE Special Education Teacher, Blue Heron Middle School, through the end of the 2020-21 school year.

Approve family leave of absence for Reed Aubin, 1.0 FTE Teacher, Port Townsend High School, 2020-21 second semester.

Transfers: Recommend transfer of Chris Montgomery from 260 Day/Year 8 Hr/Day Maintenance/Grounds/Custodial Floater to 240 day year, 8 hour day custodian, Salish Coast Elementary, effective September 21, 2020.  
Recommend Lauri Wells transfer from 6.0 Hr/Day to 6.5 Hr/Day Paraeducator, Salish Coast Elementary, effective September 28, 2020.

Minutes: Approve Minutes of the September 15, 2020 Special Joint Meeting with Chimacum School District Board of Directors  
Approve Minutes of the September 17, 2020 Regular Business Meeting  
Approve Minutes of the October 1, 2020 Work/Study Meeting  
Approve Minutes of the October 6, 2020 Special Joint Meeting with Chimacum School District Board of Directors

Donations: Accept donation from Phil Pilgrim, Bueno Systems, Inc. in the amount of \$1,000.00 to PTHS Mock Trial Club  
Accept donation from CHS Seeds of Stewardship Grant in the amount of \$2,000.00 for use in expanding Blue Heron Orchard fencing

Program Plan: Approve Highly Capable Program Plan 2020-21

Policy: Approve Policy 3510 Associated Student Bodies  
Approve Policy 3535 Financial Aid Advising Day

### Reports

#### Annual Title I/Learning Assistance Program (LAP)

Director of Special Services Shelby MacMeekin presented the 2019-20 annual report, which included revenues and expenditures for the programs, as well as curriculum, parent involvement, professional development, staffing, services offered, goals information. An annual review of the District's Title I Program is required by Policy 4130. Discussion followed.

#### Maintenance and Facilities Annual Report

Maintenance and Facilities Supervisor Justin Gray presented the department's 2019-20 annual report of completed projects and expenditures. Discussion followed.

#### Salish Coast Elementary Annual Report and School Improvement Plan

Principal Lisa Condran presented the School Improvement and Title I Plan data. The following School Improvement Team members explained the Multi-Tiered System of Support (MTSS) process utilized by the school to support all students' academic and behavior needs:

Staff – Laura Cook, Sheri Shaw, Cheryl Garnett, Paige Eldridge, Wanda Leclerc, Ellen Thomas, Nora Sabia, Dorothy Stengel, Merri Emerson, Tracy Gallegos, and Tara Clanton.

Parent – Rachel Carben

Discussion followed.

#### Alternative Learning Experience (ALE) Review Update

ALE Review Consultants Dr. Ann Renker and Don Lloyd explained the changes to state legislation that are reflected in WSSDA-recommended updates to Policy and Procedure 2255 and 2255P Alternative Learning Experience Courses. Discussion followed.

#### Superintendent Search

Chair James-Wilson reported that the next joint meeting with Chimacum School District's Board of Directors will be November 12, 2020. Search Consultant Hank Harris will present the Ideal Profile for a new superintendent based on focus group data. Focus group interviews will take place October 29 and 30.

#### Superintendent

Superintendent Gessner-Crabtree reported on the following:

- Attendance Plans will be included in the review of Policy and Procedure 3122 and 3122P Excused and Unexcused Absences
- Learning Model Feedback
  - Learning model change request form sent to families this week
  - Learning model feedback survey will be sent to families next week
  - Receiving feedback from parents and staff
  - Staff professional development October 16
- Athletics and Activities
  - Student conditioning program at PTHS will start next week
  - Exploring options for band, orchestra and drama
- Technology Committee drafted protocol and letter for families explaining the damaged device replacement process
- Attended Behavioral Health Community Conversation Group September 24 and October 8
- OESD 114 will offer suicide prevention training for specific staff October 21 and 28
- Thanked Director of Human Resources Laurie McGinnis for organizing the October 6 district flu shot clinic

#### Director of Finance and Business Operations

Director of Finance and Business Operations Amy Khile presented the October 2020 enrollment report. She noted the following corrections to the Monthly Full Time Equivalent Enrollment page:

- 2020-21 Yr to Yr FTE from -56.23 to -78
- 2020-21 Change % from -4.9% to -6.7%

Ms. Khile also gave budget summaries for all funds, special education funding reports, and capital levy and bond analyses for August and September 2020. Discussion followed.

### Old Business

#### Student Equity Report

The Board will review the report after all schools have presented their school improvement plans.

#### Board Retreat Synthesis and Strategic Plan

The Board will review the report after all schools have presented their school improvement plans.

#### Policy and Procedure 3122 and 3122P Excused and Unexcused Absences

The Board directed Superintendent Gessner-Crabtree to convene a policy review committee to further review the policy and procedure prior to Board adoption.

### New Business

#### Policy and Procedure 2255 and 2255P Alternative Learning Experience Programs/ Alternative Learning Experience Courses – First Review

The Board agreed to Superintendent Gessner-Crabtree's request to allow time for the ALE review consultants to study the policy and procedure with OCEAN staff prior to adoption.

#### Policy and Procedure 3414 and 3414P Infectious Diseases – First Review

Superintendent Gessner-Crabtree presented the WSSDA-recommended edits to the policy and procedure, which reflect official health guidance related to COVID-19. Chair James-Wilson requested that the first two sentences of the procedure be combined into one sentence. The policy will be presented for adoption at the November 5 Work/Study Meeting.

#### Policy and Procedure 3418 and 3418P Emergency Treatment/Response to Student Injury and Illness – First Review

Superintendent Gessner-Crabtree explained the WSSDA-recommended edits to the policy and procedure, which reflect official health guidance related to COVID-19. The policy will be presented for adoption at the November 5 Work/Study Meeting.

#### Procedure 5610P Substitute Employment – First Review

Superintendent Gessner-Crabtree presented the edits to the procedure for Board review only. The procedure update does not require Board approval.

#### Policy and Procedure 6512 and 6512P Infection Control Program – First Review

Superintendent Gessner-Crabtree explained the WSSDA-recommended edits to the policy and procedure, which reflect official health guidance related to COVID-19. The policy will be presented for adoption at the November 5 Work/Study Meeting.

### Public Comments – None

### Board Discussion and Comments

Chair James-Wilson expressed appreciation for the Salish Coast Elementary staff's enthusiasm. Director Welch felt that many helpful tools for carrying out MTSS were available to school staff. Director Taylor requested additional information about the PTHS conditioning program.

Future Meeting Topics and Agenda Planning

October 19, 2020, WSSDA Fall Regional Meeting, Virtual Meeting via Zoom, 6:00 p.m.

Director Welch and Superintendent Gessner-Crabtree will attend.

November 5, 2020 Work/Study Meeting, Virtual Meeting via Zoom, 5:30 p.m.

Reports include Transportation Services and Human Resources. The Board will review a draft Strategic Plan update and Community Wellness Project will address the Board.

November 12, 2020 Special Meeting, Joint Meeting with Chimacum School District Board of Directors, Virtual Meeting via Zoom, 6:00 p.m.

Superintendent Search Consultant Hank Harris will present the Ideal Profile for superintendent candidates based on focus group data. The Boards will discuss the search parameters.

November 18- 20, 2020 WSSDA Annual Conference

The Board and Superintendent Gessner-Crabtree will attend the virtual conference.

November 19, 2020 Special Meeting, 1610 Blaine St., Room S-11 or Virtual via Zoom; 4:30 p.m.

The purpose of the special meeting is an executive session to discuss the performance of a public employee.

November 19, 2020 Regular Business Meeting, 1610 Blaine St., Room S-11 or Virtual via Zoom; 5:30 p.m.

Reports include Quarterly Public Records Requests and Internal Controls. The Board will approve the 2019-20 District Annual Report.

Executive Session

Chair James-Wilson recessed the regular meeting at 8:33 p.m. for an executive session to discuss the performance of a public employee. The executive session is expected to last five minutes.

The regular meeting reconvened at 8:40 p.m.

Adjournment

The meeting was adjourned by consensus 8:40 p.m.

Respectfully submitted,

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Sandra Gessner-Crabtree  
Secretary

ATTEST: \_\_\_\_\_

Jennifer James-Wilson  
Board Chair

# Port Townsend School District

Report: ALE Policy Change

October 15, 2020

Ann M. Renker, PhD and Don Lloyd, OCEAN Study Team

# History of the change in 2255 and 2255P...

- ▶ ALE rule-change has been in process for a while; OSPI feedback period ended in February 2020
- ▶ Rule Change document filed July 10, 2020. (See pdf CR-103P)  
<https://www.k12.wa.us/sites/default/files/public/profpractices/adminresources/rulesprocess/WSR2015062.pdf>

# History of the change in 2255 and 2255P...



## RULE-MAKING ORDER PERMANENT RULE ONLY

**CR-103P (December 2017)**  
**(Implements RCW 34.05.360)**

CODE REVISER USE ONLY

OFFICE OF THE CODE REVISER  
STATE OF WASHINGTON  
FILED

DATE: July 10, 2020

TIME: 4:52 PM

WSR 20-15-062

**Agency:** Office of Superintendent of Public Instruction (OSPI)

**Effective date of rule:**

**Permanent Rules**

31 days after filing.

Other (specify) \_\_\_\_\_ (If less than 31 days after filing, a specific finding under RCW 34.05.380(3) is required and should be stated below)

**Any other findings required by other provisions of law as precondition to adoption or effectiveness of rule?**

Yes  No If Yes, explain:

**Purpose:** This rule amends WAC 392-121-182 to remove non-fiscal alternative learning experience (ALE) provisions. It recodifies those provisions in a new standalone WAC chapter governing ALE (WAC 392-550), defines truancy expectations in ALE settings, and removes the current requirement to obtain a parent signature documenting the parent's understanding of the difference between home-based instruction and ALE.



## WAC & RCW Rule Updates

### ALE Rule Change Proposal

Changes to ALE rules have been finalized and will be effective August 10, 2020 with the exception of the truancy section which will take effect January 1, 2021. This rule revision includes the following changes:

- Moves the rules governing ALE to chapter 392-550 WAC and simplifies WAC 392-121-182 to include only enrollment reporting requirements.
- Removes the requirement to obtain a parent signature documenting the parent's understanding of the difference between home-based instruction and ALE. A requirement to notify families of the difference at enrollment and in school/program materials remains.
- Defines truancy and a truancy protocol in ALE settings (Note: This change takes effect January 1, 2021).

The following information regarding this rule revision can be found on the [OSPI Rulemaking website](#):

- A brief description of the change
- [CR 103 \(PDF\)](#)
- [Rule language \(PDF\)](#)

Screenshot from OSPI's Alternative Learning Experiences webpage

<https://www.k12.wa.us/student-success/learning-alternatives/alternative-learning-experience>

Accessed October 14, 2020 by Ann Renker



Questions?