

**SHELTON SCHOOL DISTRICT NO. 309**  
**REGULAR SCHOOL BOARD MEETING, APRIL 28, 2020**

The Shelton School District Board of Directors met in regular session at 6:00 p.m. on April 28, 2020. The meeting was held via a Zoom conference and broadcast to the community through YouTube.

Board members present participating by Zoom: Chairman Sandy Tarzwell, Vice-Chairman Sally Karr, Sally Brownfield and Keri Davidson.

Staff present participating by Zoom: Superintendent Alex Apostle, Alison Nutt, Brenda Trogstad, Linda Arnold, Robert Herron, Don Welander, Bob Trondsen, Maryann Marshall, Katie Diamond, Kelly Neely, Karen DeWitt, Jenny LaFrenier, Stacey Anderson and Jennifer Deyette.

**Call to Order:**

Chairman Tarzwell called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance. Dr. Apostle stated that the only items included on the agenda are what is deemed necessary.

**Adoption of Agenda:**

Keri Davidson made a motion to adopt the agenda as presented. Sally Karr seconded the motion and the motion passed 4-0.

**Community Comments:**

Chairman Tarzwell read the following statement: *"School board meetings will now be streamed live via YouTube every 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month at 6:00 p.m. Community members may make comments by sending an email to [SchoolBoard@sheltonschools.org](mailto:SchoolBoard@sheltonschools.org) or they can also phone in by calling 1-253-215-8782 and entering meeting ID# 962 3566 9980 during the community comment time. Comments will be read at the beginning of the meeting, and another opportunity will be given at the end of the meeting as if the meeting was in person".*

No community comments have been submitted at this time.

**Reports and Recognitions:**

**4.01 – Discussion on graduation preparations/ceremonies for our seniors.**

Maryann Marshall said that our graduation ceremonies will be looking different this year. Both high schools formed committees of students, staff and administrators. Dr. Apostle commented that he was in a Zoom meeting today with State Superintendent Reykdal who indicated that information concerning graduation ceremonies would be coming from Governor Inslee soon.

Stacey Anderson said the results of the community survey indicated 67% would prefer an in-person ceremony when they are able to do that and everyone she has talked to feels the same. For CHOICE they have decided to hold an in-person ceremony in September if possible with a date to be determined. She ordered from Black Star senior 2020 signs.

Jennifer Deyette said Shelton High School's committee had 17 participants including staff, students and parents. The committee wants to know what the Governor's direction will be. One issue is that they have roughly 150 graduates and a number of those students are going into the armed services so July 8<sup>th</sup> would be the deadline for holding a ceremony. They talked about holding something by June if possible. They do still have the date of June 15<sup>th</sup> reserved at St. Martins but changing that date may not be possible. If a virtual ceremony was held some might not have access to that. The students said they are hoping they can have a day to say goodbye to staff and hoping to incorporate that somehow. There are 6 valedictorians this year, all boys, and she is going to reach out regarding their interest. They also talked about a parade led by the Shelton Police Department and ending at Shelton High School and handing out diplomas then. They will be setting their next committee meeting soon.

Dr. Apostle believes the Governor is going to make comments very soon one way or another on what we can and can't do. Keri Davidson commented that she talked with Tim Garchow today, the Executive Director of WSSDA, who also said we will likely get more direction next week. She is curious what the group size restrictions might be and we need to think out of the box in some way. It is important to have a Plan A and Plan B. Keri also asked about the Moving On Ceremonies we have done in past years. Dr. Apostle said in preliminary discussions with the elementary, middle school and junior high principals they prefer not to have ceremonies this year, but if the board would like to see that happen we can talk about that. Keri said she understood but wondered if something as simple as a video could be done. She has a daughter moving on to Oakland Bay Junior High in the fall. Dr. Apostle will relay this to the principals.

#### 4.02 – Update on distributing Chromebooks, student transportation access for instructional packets, internet Wi-Fi access, and PUD/Shelton School District collaboration to provide Wi-Fi hotspots:

Brenda Trogstad gave kudos to our technology staff and said they have been amazing. As of today 2,212 Chromebooks have been distributed at numerous food distribution sites and an evening session at Oakland Bay Junior High. Last week every school site was distributing instructional packets and a few more Chromebooks were handed out. Glenn Shorten said at Bordeaux 304 Chromebooks were distributed, at Evergreen 317, Mt. View 323, Olympic Middle School 349, Oakland Bay Junior High 319, Shelton High School 528, and at CHOICE 77. Keri Davidson said she appreciates all the Chromebooks being distributed and that they have made big difference.

We have avoided using buses for packet distribution. The principals wanted to wait and we are still working through that piece. We have started 2 bus routes for food distribution at Fawn Lake and Oak Park but we are not getting a lot of response at this point but are going to keep going.

The PUD has ordered all the equipment they need to put up 19 Wi-Fi hot spots but it will probably be 3 weeks until their equipment arrives. Glenn Shorten brought up a map showing where families don't have internet. We are looking at our own parking lots to provide internet and looking at Shelton High School, Evergreen and Bordeaux for those sites. Dr. Apostle added that for students who have no access we gave permission for principals to hand out textbooks. We are doing everything possible to help our kids.

Sally Brownfield mentioned a family living near her with 5 children that can only use 1 Chromebook at a time or the internet crashes. Dr. Apostle said that is important information to know. Kelly Neely added that when teachers call home they also ask if the student needs a paper packet if they can't access Wi-Fi. Sally also asked if parents can call their school to contact teachers. Brenda Trogstad said there is an e-mail address of [chromebooks@sheltonschoools.org](mailto:chromebooks@sheltonschoools.org) and there is also a tech phone number they can call. Keri Davidson said she is getting e-mails but the phone calls home come from a restricted phone number so people may not answer that call. Keri said teachers are doing a good job trying to connect. Katie Diamond has posted the tech phone number in numerous places and also about e-mailing teachers.

#### 4.03 – Update on Technology Support:

Glenn Shorten reported on the handing out of Chromebooks, published e-mail support site and phone number. They have only received 2 phone calls. Google Classroom support is out there for families. They have set up Zoom meeting guidelines. There were 33 Zoom meetings in March and 441 Zoom meetings so far in April. Administrators and office staff have been set up with VPN access to work from home. Support staff are helping teachers and have also done things to help families access on-line curriculum. Keri Davidson said she appreciates all the technology help and thinks other families have too. Dr. Apostle thanked the Technology Department for rallying to the cause and doing a terrific job.

Maryann Marshall added that this Friday teachers will be able to take part in a 1 hour training to teach about the initial setup of Google Classroom. This session will also be recorded for those not able to participate on Friday. There are 6 STEM clock hours available to dive deeper into Google Classroom to provide continued support for staff. Kelly Neely said this is free because we belong to a consortium. She also said Nat Geo has been very helpful for us. Dr. Apostle said we don't want to give our teachers too much to deal with.

Chairman Tarzwell thanked IT Department for all their work.

#### Consent Agenda:

Keri Davidson made a motion to approve the consent agenda. Sally Brownfield seconded the motion and the motion passed unanimously. The board:

- Approved minutes from the April 14, 2020 regular meeting;
- Approved General Fund Warrant No. 130150117 in the amount of \$31,162.94;
- Approved General Fund Warrant No. 130150118 in the amount of \$9,439.88;
- Approved General Fund Warrant Nos. 130150119 through 130150130 in the amount of \$8,849.88;
- Approved General Fund Warrant No. 130150131 in the amount of \$22,484.00;
- Approved Associated Student Body Fund Warrant Nos. 130406707 through 130406709 in the amount of \$3,981.40;
- Approved Capital Projects Fund Warrant Nos. 130200492 through 130200493 in the amount of \$128,912.77;
- Approved Capital Projects Fund Warrant No. 130200494 in the amount of \$848,747.82; and
- Approved the personnel report (see Attachment #1).

### **Discussion and Action Items:**

#### **6.01 – Proposed New High School Name:**

Stacey Anderson indicated CHOICE did run another community survey and knows there are concerns by the board about naming the new school Cascadia. The survey results came back fairly equal and she met with her New Tech team who still prefer the name Cascadia. Cedar was the second choice. They would like to propose these two choices to the board and are anxious to get their promotional information out there. Dr. Apostle said Stacey has done a nice job, along with her staff, to gather input. If the board could make a decision tonight he thinks that would be important. Stacey has never given an inch in moving this program forward.

Sally Brownfield asked if before we had to close school was this conversation had with all students. Stacey said the survey was sent to the community first and they had multiple talks with students in Advisory – everyone from 7<sup>th</sup> to 12<sup>th</sup> grade. Every student was allowed to vote in Advisory.

Sally Brownfield then made a motion to go ahead with the new name of Cascadia. Sally Karr seconded the motion and the motion passed 4-0.

#### **6.02 – Proposed new Policy No. 2409 – World Language Competency:**

Chairman Tarzwell said the proposed new and revised policies on the agenda are deemed necessary and routine and will allow the district to address framework for our seniors. Policy 2409 – World Language Competency was reviewed previously in the policy review as a first reading but there were some questions at the time and was not adopted. Keri Davidson made a motion to adopt Policy No. 2409 and Sally Karr seconded the motion. The motion passed 4-0.

#### **Items 6.03 through 6.09**

Agenda Items 6.03 through 6.09 were considered under one motion. The procedures for these policies will now be developed. The policies include:

- Proposed new Policy No. 2402 – English Language Arts
- Proposed new Policy No. 2403 – Math
- Proposed new Policy No. 2404 – Science
- Proposed new Policy No. 2405 – Social Studies
- Proposed new Policy No. 2406 – The Arts
- Proposed new Policy No. 2407 – Health and Fitness
- Proposed new Policy No. 2408 – Integrated Environmental and Sustainability Education

Chairman Tarzwell asked about Policy No. 2408 – Integrated Environmental and Sustainability Education. Kelly Neely said this will be one of the pathways for environmental sciences.

Sally Karr made a motion to approve Policy Nos. 2402, 2403, 2404, 2405, 2406, 2407 and 2408. Keri Davidson seconded the motion and the motion passed 4-0.

#### **Item 6.10 – Proposed revised Policy No. 2413 – Equivalency Credit:**

Chairman Tarzwell said the board just recently approved this policy but there are minor changes now related to CTE credits and WSSDA's intent to insert a section at the beginning to be applicable to other subjects.

Keri Davidson made a motion to approve revised Policy No. 2413 – Equivalency Credit. Sally Brownfield seconded the motion and the motion passed 4-0.

Item 6.11 – Proposed new Policy No. 2418 – Waiver of High School Graduation Credits:

Chairman Tarzwell said HB 1599 passed last year allowing districts the flexibility of waiving 2 elective credits on a case by case basis.

Sally Brownfield made a motion to approve Policy No. 2418 and Sally Karr seconded the motion. The motion passed 4-0.

Item 6.12 – Proposed Resolution No. 20-03 – Emergency Waiver of High School Graduation Credits:

Kelly Neely said this is a waiver authorized by the State Board of Education which gives districts the ability to waive credit if necessary for our seniors to make sure they can graduate if they were on track to graduate before schools closed.

Sally Brownfield said she has been on a lot of WSSDA calls lately and understood that we expect all seniors to graduate and there would not be any failures. Kelly said we have been extremely open to all possibilities, but there will still be some students that will not graduate that are just too far behind in credits, but this applies mostly to 5<sup>th</sup> year seniors.

Sally Brownfield made a motion to approve Resolution No. 20-03. Keri Davidson seconded the motion and the motion passed 4-0. Sally thanked all those working with our high school students and the inordinate amount of work this is taking. Kelly gave credit to our high school counselors.

**Superintendent Comments:**

Dr. Apostle commented on the following:

- He has been working on finalizing grading PK-12 with the philosophy we will do no harm. In our high schools our grading is A, B, C, D or incomplete. In grades PK-8 we will grade like we have in the past and give students the benefit of the doubt as we move forward. These will have a grade of A, B, C or incomplete and we have the flexibility not to give a D.
- He has been in many Zoom meetings with building leadership and appreciates their dedication.
- The transition to remote learning has been challenging. Some of our teachers are having a hard time but are trying very hard. The challenges are many for our teachers, but we have the opportunity to fine tune instructional support and move Shelton School District into the 21<sup>st</sup> century. When school re-opens we can integrate remote learning with our traditional model. We must be prepared.
- He has been spending a great deal of time reviewing the budget which is complex in the best of times. These are uncharted waters not knowing what our revenue will look like but we are being fiscally responsible. We know the state revenue is being greatly reduced. He is working closely with the school board and we have a study session scheduled for this Thursday.

- We are also exploring a variety of ways to support our seniors. We are close to finalizing plans and can expect guidance from the Governor on this issue soon.

### **Community Comments:**

Two community comments have been received – one through e-mail and one phone message. Both were from Shelton High School senior Shaylie Gordon who is a full time running start student.

Her e-mail message indicated that running start students were not given the opportunity to vote on the survey regarding graduation.

Her phone message asked as a Shelton High School senior why Shelton High School would not consider doing something like CHOICE is considering regarding a graduation ceremony and to please take the seniors opinions into consideration.

### **Board Member Comments:**

Sally Brownfield:

- Last Friday she attended a WSSDA board meeting where several items were discussed. They are looking at what's going to happen for this year's annual WSSDA Conference – whether it will be held virtually or a combination. There was a discussion about the whole idea of equity when looking at technology and if a family does not have a car to get to the Wi-Fi hot spots. There is a lot to think about.
- Today she was in an OSPI equity coalition meeting with a large group of people and there was discussion about IEP's, 504 plans and how we are going to meet the needs of those students and the opportunity gaps that are there. This led her to think about how we are taking attendance and if we are keeping good attendance records for students in Zoom classrooms and if we are able to look at data from that.
- One common thread she's seen is what can and can't be done and there's always a thread of we can only do so much because of bargaining. One person on the WSSDA board who is also a pediatrician made the statement of "is what we are doing in the best interest of kids". With all the parameters including bargaining units, what is the framework we work under to ensure we are always working in the best interest of children. She knows our staff have stepped up to support our kids. She has seen a lot of great things happening in our community. Dr. Apostle commented the State Superintendent Reykdal covered a number of issues today. He did mention something about attendance and that OSPI is not asking for daily attendance but did say there is a need to document on a daily or weekly basis. Sally said this could give us some good insight.

Keri Davidson:

- Keri thanked everyone for all the hard work going into the 2<sup>nd</sup> week of remote instruction and understands that this isn't easy. She appreciates everyone's efforts.
- She asked about Senior Award Scholarship Night and if we might be doing that virtually. Jennifer Deyette added that we are assuming there will be some sort of virtual scholarship presentation but this will not happen in May as normal. The ideas are still coming in but possibly something in late June.

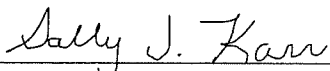
- Keri very much appreciates teachers reaching out on a weekly basis. When her daughters are able to connect with other students it makes a big difference.

Sandy Tarzwell:

- Sandy also mentioned the board's Drake Scholarship Award and how we go about presenting the scholarship this year – even if it is virtual.
- We will set a deadline for receiving applications for the open Director District #2 board position and then set a time for interviews.

Adjourn:

At 7:27 p.m. Keri Davidson made a motion to adjourn the meeting. Sally Brownfield seconded the motion and the motion passed 4-0.

  
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Chairman, Board of Directors

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Superintendent and Secretary to the Board

**Shelton School District #309**  
**Personnel Action Requested for**  
***Board Meeting of April 28, 2020***

ATTACHMENT #1

Employment with the District will be on a conditional basis pending completion of a State and National background clearance, with the fee to be paid by the applicant, as well as a clearance based upon the "Washington State Sexual Misconduct Disclosure Release" forms and proper certification.

**CERTIFICATED**

**New Hires / Rehires**

***Heather McCabe*** – Teacher (Special Education); Oakland Bay Jr. High. Hired for the 2019-20 school year as a leave replacement teacher January 24, 2020 through May 9, 2020, will start her Special Ed. Teaching position September 2, 2020. This fills the position vacated by Richard Dary.

**Resignations / Retirements**

***Renee Ruiz*** – Teacher (1<sup>st</sup> Grade Spanish); Evergreen Elementary. Resignation will be effective with the end of the 2019-20 school year, per letter dated April 14, 2020.

***Bonnie Zalesky*** – Teacher (CTE, Family and Consumer Sciences); Shelton High School. Resignation will be effective with the end of the 2019-20 school year, per letter dated April 7, 2020.