

OFFICIAL MINUTES  
LAKE WASHINGTON SCHOOL DISTRICT NO. 414  
Board of Directors' Meeting  
April 6, 2020

The board meeting was called to order on April 6, 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](mailto: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 Eric Laliberte.

APPROVAL OF AGENDA

Motion carried.

Cassandra Sage read a proclamation to proclaim April 2020 as School Library Month. King County is providing free library resources.

RECOGNITION

Dr. Stavem indicates that libraries play a huge role in providing resources to families and students during this prolonged closure.

Mindy Mallon, Director of Technology Integration, highlighted the digital resources available to students and families and how to access them.

Chris Carlson moved to approve the consent agenda. Seconded by Cassandra Sage.

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 30 board meeting.

APPROVAL OF MINUTES

Approves April 6, 2020 Human Resources Report.

APPROVAL OF HUMAN RESOURCES REPORT

SUPERINTENDENT REPORT

Dr. Stavem provided an update on the district closure since March 11, 2020. This afternoon, Governor Inslee issued a proclamation to close schools for the remainder of the school year due to the Coronavirus. At this time, staff is busy transitioning to a curriculum-based instructional program to fulfill the Governor's proclamation. There are many unknown issues to be considered such as graduation events which will depend on what restrictions are in place in May/June. Staff and students will look at alternative scenarios; for example, some of the spring activities could be possibly be offered in the fall.

UPDATE ON SCHOOL CLOSURE

Dr. Holmen shared information about technology support systems and use of current resources as we transition to a curriculum-based remote learning starting April 20. He reviewed the modifications made to upgrade technology systems to support this shift in order to support staff, students, and families.

There are three departments: Technology Operations (provides a safe/secure environment and hardware); Technology Integration (ensures staff has training and resources); and Data, Research and Accountability (ensures data systems are maintained and functioning at all levels). A new helpdesk has been created to provide technology support for students and families along with an email set-up that parents can ask questions about district tools. Data is being gathered; thus far, there have been over 3,351 cases opened since the closure.

He continued and noted that all secondary students have received a district-issued and imaged laptop; 2,585 students have received a laptop with an additional 192 requests to be fulfilled. The district has procured an additional 500 hotspots and 31 requests are being fulfilled. It is expected that the requests for hotspots will increase with the closure of schools through the end of June. There have been an additional 500 laptops procured for staff which will be imaged and prepared for distribution. Technology specialists will be working with students who receive assistive technology.

Dr. Holmen reported that the infrastructure and architecture of the district's network needed to be reviewed. The district has been working with Microsoft to expand server capacity, create a direct access tunnel, deploy group policies, and add storage for content and video production in order to meet increased needs while ensuring and maintaining student privacy, protocols, and security in addition to meeting federal and state safety requirements (CIPA, COPRA, FERPA, and HIPAA) for all programs and applications such as Office 365 Suite and PowerSchool Learning.

At the beginning of the school year, Microsoft Teams was rolled out to the administrative team to be followed by teachers and staff members by the end of the year. He reviewed Teams usage data. Teams will be used to support remote learning for streaming video and virtual conferencing

Dr. Holmen highlighted the support, process and timeline provided to staff to provide remote learning by April 20. Informational resources are being developed, leveraging Technology Integration Facilitators and librarians at each site to support staff in using digital resources, developing staff-to-staff training, providing webinars, and professional learning to support virtual communication. Departments have shifted priorities to support student and staff success to meet demand while staff are continuing to prepare for the 2020-21 school year.

Mindy Mallon, Director of Technology Integration shared how staff is accessing training through professional development. Over 1,400 participants have participated in professional webinars offered on a variety of topics.

Staff responded to board members questions.

Mike Van Orden, Associate Superintendent, Teaching and Learning Services, noted guidance provided by Office of Public Instruction (OSPI) has shifted from providing supplemental enrichment to moving towards providing curriculum-based remote learning until the end of the school year. Principal will be connecting and collaborating with staff to ensure that they have the resources that they need to provide remote learning. The Continuous Learning Implementation Guide will provide guidance to teachers, families, and students. Teachers will connect with families. Next week, there will be a pilot program of 165 teachers doing an early rollout of this program; a survey will be sent out to families to ask them about their experience using this model.

Dr. Shannon Hitch, Director of Special Services, provided an update on how the needs of special education students and their families are being met. Staff will reach out to families to determine needs, review IEP to align learning opportunities, provide behavioral supports, and modify therapy services. She conveyed that Child Find evaluations are on hold and birth-to-three transition students are being served by Kinderling. Upon return to school, each student in special education will need a review to consider the need for extended school year and/or compensatory services.

Kelly Pease, Director of Intervention Services & Literacy, reported that safety net and English Learner (EL) teachers will be collaborating with classroom teachers to support students. Additional resources are being made available to students such Lexia and Rosetta Stone licenses along with support to be provided to families.

Dr. Stavem shared that at the April 13 board meeting, principals and teachers will share what this looks like from a building perspective.

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Siri Bliesner reported that the Washington State School Directors' Association (WSSDA) is remotely holding weekly meetings with school board members and staff from the State Board of Education and OSPI to share ideas and discuss issues occurring throughout the State.

BOARD MEMBER  
COMMENTS

Chris Carlson moved to adjourn. Seconded by Mark Stuart.

ADJOURNMENT

Motion carried.

The meeting was adjourned at 7:10 p.m.

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Siri Bliesner, President

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Jane Stavem, Superintendent

Diane Jenkins  
Recording Secretary