

**MINUTES**  
**KELSO SCHOOL DISTRICT**  
**WORK SESSION MEETING OF THE BOARD OF DIRECTORS**  
**08/07/20**

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The Work Session of the Board of Directors of Kelso School District No. 458 was called to order at 4:00 p.m. at the RoyParsons Executive Board Room through a Zoom online/phone platform.

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<b>Board Members:</b>	Leah Moore (In Person) Karen Grafton – Vice President (In Person) Jeane Conrad (In Person) Mike Haas - President (In Person) Ron Huntington (Zoom)
<b>Cabinet Members:</b>	Scott Westlund – Chief Financial Officer (Zoom) Holly Budge – Director of Human Resources (Absent) Don Iverson – Director of Student Services (Absent) Heather Ogden – Director of Special Programs (In Person) Kim Yore – Director of Teaching & Learning (In Person) Lacey DeWeert – Associate Director of Teaching & Learning (In Person)
<b>Superintendent:</b>	Mary Beth Tack (In Person)
<b>Asst. Secretary:</b>	Molly Guler (In Person)

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**OTHERS PRESENT** – Lynn Bush, Terry Wishard, Kelsey Davis, Marissa Heffernan, Elanie VanMil, Bethany Plakio, Andrea Streen Aaron Madsen, Chirstina Casey, Jan Rush, Monica Ramey, Michael Green, Nikki Van Cleef Boaglio

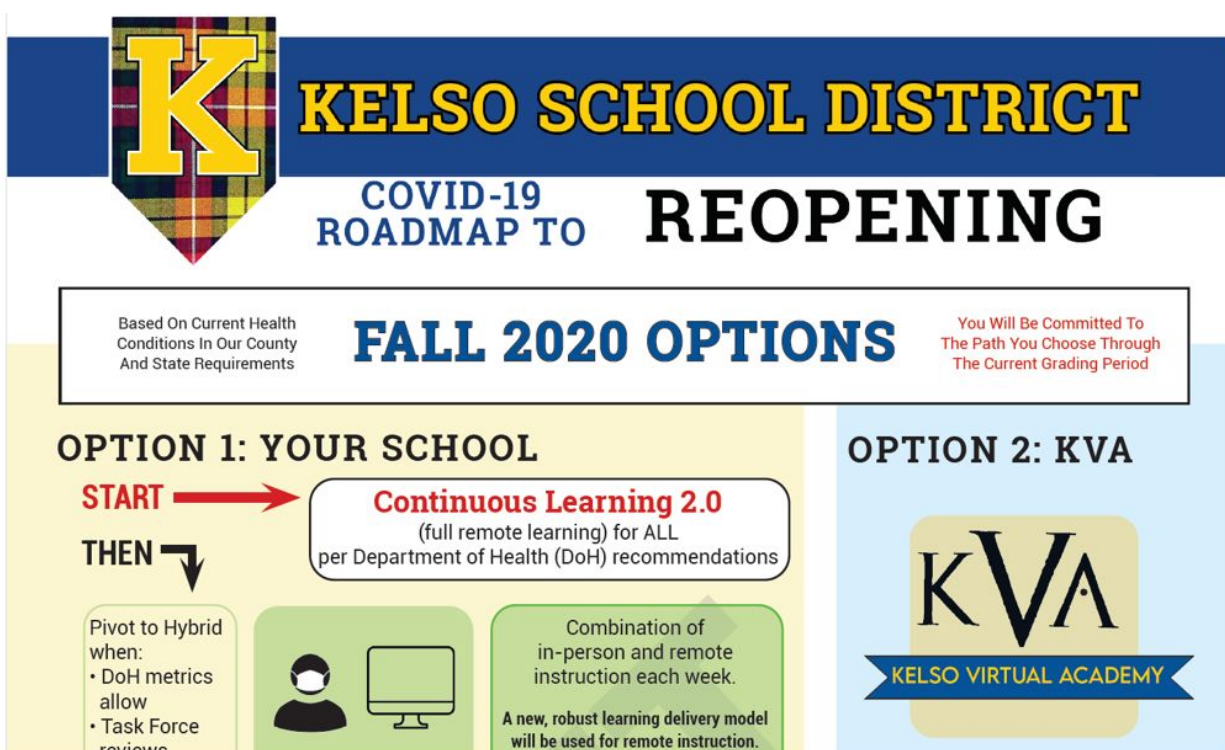
President Haas explains that because this is a work session no action will be taken so comments will be closed, however he encourages the public to follow the process for submitting a comment/question for the 8/10/20 Board Meeting. Process is outlined on the KSD website. People should email [molly.guler@kelsosd.org](mailto:molly.guler@kelsosd.org) by 2:00 on the day of the meeting.

Superintendent Tack explains that this has been a challenging and difficult process. That the health and safety of students, community and staff have been the number one priority. The task force has put in a lot of effort to come up with plan being proposed tonight. They have work through much feedback from community members, students, staff. They have gone through many publications from the state, and health departments trying to follow their guidance. We know that this can't look the same as it did in the spring. The focus has been on being able to provide a robust learning plan for each student. Tonight will be focusing on the teaching and learning side of our plan. Dr. Krager's letter to Cowlitz County Superintendents changed many things. In his letter he highly recommended remote learning.

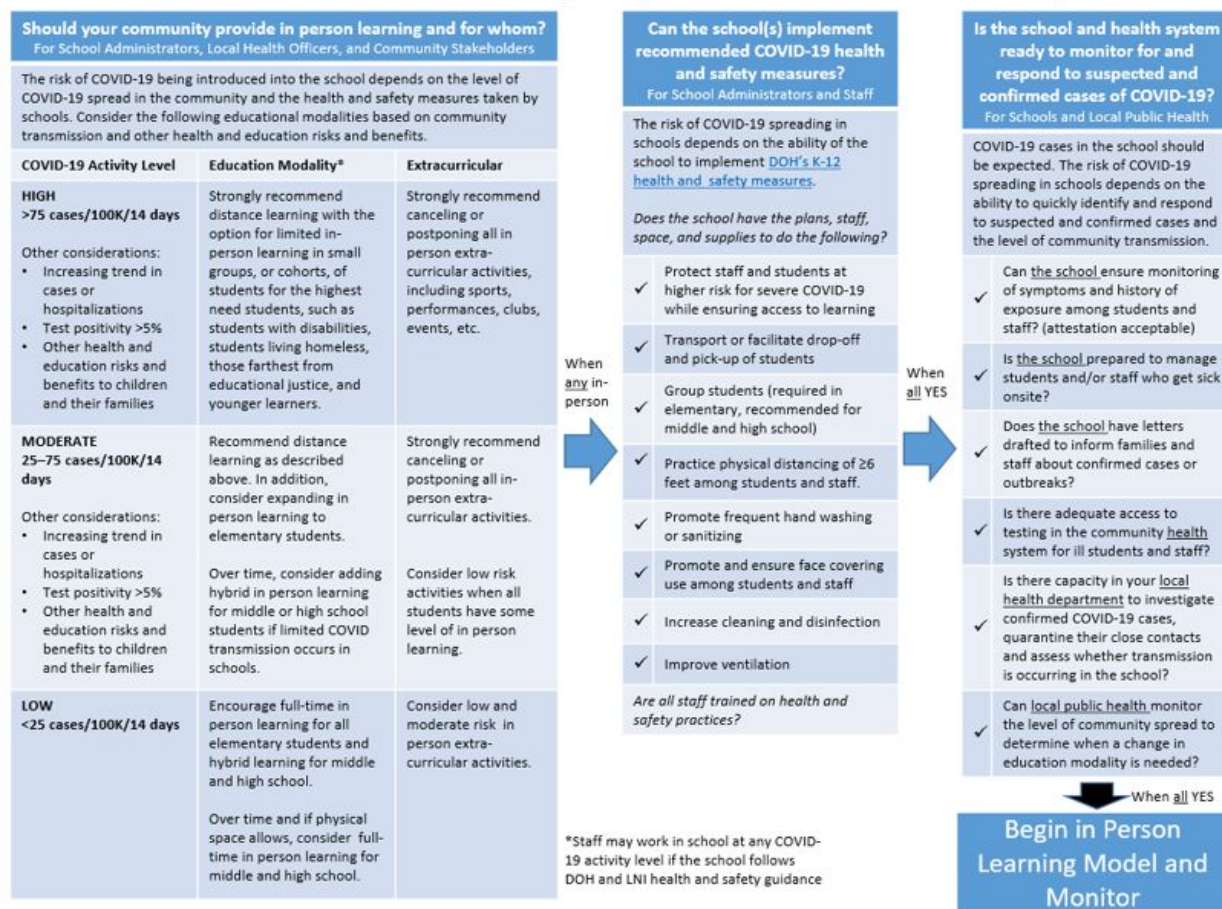
At this time we are proposing that families have 2 options:

1. 2.0 Remote Learning with the possibility to pivot to hybrid/in person learning as safety permits.
2. Kelso Virtual Academy (KVA) Full online learning.

It is important that everyone knows we prefer to have students in person full time and will work to that as we are able.



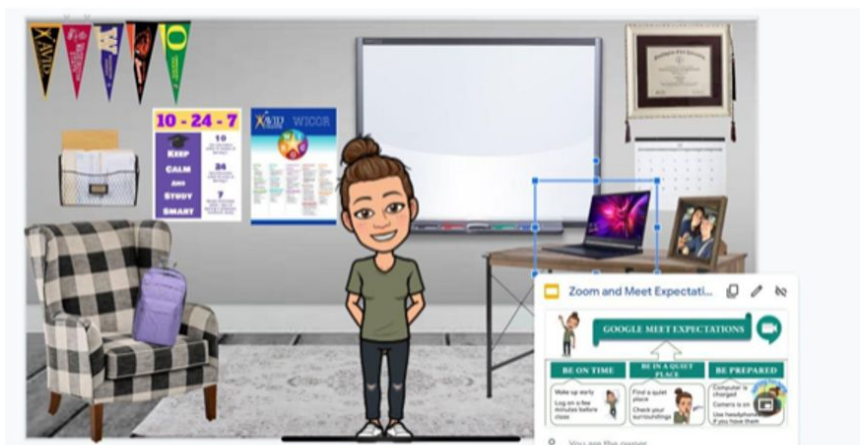
## Decision Tree for Provision of in Person Learning among Public and Private K-12 Students during COVID-19



## Internet Accessibility and Support

- District will provide free internet access to all eligible families
- Comcast \$9.95 a month for students who qualify for free or reduced lunch

# K-12 Google Classroom



Google Classroom

## Teachers:



- Teachers received a ½ day Google Classroom training in June
- August 14<sup>th</sup> or 17<sup>th</sup>: K-5 Teachers Edgenuity; 6-12 will receive a full day of Self Selected District PD (see district learning self study handout) or a combination of Self Selected District PD, Odysseyware 6-12, or Special Education PD
- August 31<sup>st</sup>: K-12 ½ day of Google Classroom PD and a ½ day to input students and set up their Google Classroom
- September 1<sup>st</sup>: K-5 Teachers Edgenuity; 6-12 Teachers lesson planning through Odysseyware or district adopted materials
- September 2<sup>nd</sup>: a full day of Self Selected District PD (see distance learning self study handout)
- Additional PD available as needed/when needed through Distance Learning Self Study, SEL PD webpage, or Instructional Coach Support
- Up to 4 additional PD days to use if we need them through the waiver



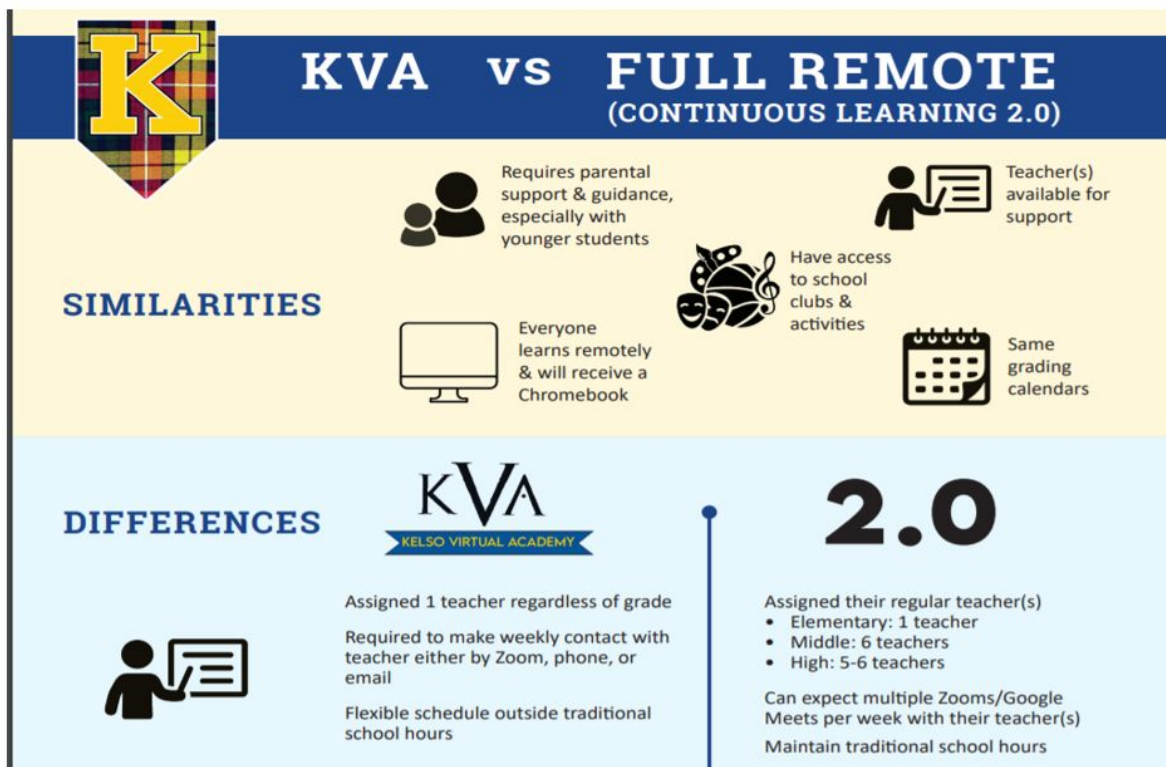
**Elementary Chromebook Checkout plus parent/student/teacher 1 hour conference. Students and parents will receive their Chromebooks, sign the new AUP, go over the students schedule and engage in a Google Classroom tutorial during the conference**

- **September 4<sup>th</sup> 8:15-3:45**
- **September 8<sup>th</sup> 8:15-3:45**
- **September 9<sup>th</sup> 8:15-3:45**
- **September 10<sup>th</sup> 8:15-3:45**

**Secondary Chromebook checkout, sign new AUP, plus receive their schedule**

- **August 31<sup>st</sup> 12:00-3:00**
  - **September 1<sup>st</sup> 8:00-3:00**
  - **September 4<sup>th</sup> 8:00-3:00**
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- **Elementary Teachers are providing 1 hour Google Classroom PD with individual students and parents on September 4, 8, 9, and 10<sup>th</sup>.**
- **Additional online parent nights are being developed that will run through zoom in the evenings**
- **Online parent/student how to videos and frequently asked questions and answer documents are being developed now and will be available for parents as needed on our website**
- **There is time built into each teachers daily schedule to be able to provide support for students and/or parents**



Online Lessons for students in kindergarten through fifth grade  
This elementary school online curriculum features over 30 Common Core aligned courses that are taught by Kelso School District Teachers.

Students will complete age-appropriate, engaging lessons with access to tools that support learning, including text to speech, audio and translation, text and picture dictionaries, and more.

Educators can easily monitor student progress and performance with usage statistics, grading and feedback tools, curriculum maps, and communication tools.

By offering this curriculum, you're giving your youngest learners a well-rounded, high-quality education, along with more ownership over their learning, which is one of the first steps in developing a lifelong desire to learn.

# Edgenuity Common Core Aligned Courses

- K-5 ELA, Math, Science, Social Studies
- Arts and Crafts K-2, Art Level 1, 2, 3, and 4
- Technology Keyboarding and Scratch Coding
- Music Recorders Level 1
- Health K-1, 2-3, and 4-5
- PE K-1, 2-3, and 4-5

## DIRECT INSTRUCTION

Engaging on-screen instructional videos teach students about a skill or concept. Students are presented with examples, modeling, and real-world contexts in a dynamic and fun environment.

## SUPPORTED PRACTICE

Students then have the opportunity to practice the skill they were just taught. Scaffolds, like hints and reteaching, help students become competent at the skill without getting frustrated.

## INDEPENDENT PRACTICE

As students work through an activity, the supports and help they receive are reduced, so they can work more on their own. Students still receive immediate feedback if they make a mistake, but the feedback becomes more limited in scope.

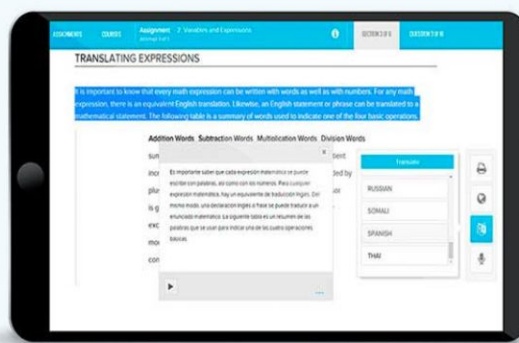
## ASSESSMENTS

Activity quizzes and unit tests inform continuous feedback for students and teachers. This way, if additional intervention is needed, educators are immediately notified so the student isn't stuck in a loop of frustration and can accelerate forward.

## PROGRAM FEATURES

### Scaffolded Instructional Supports

Students have a variety of embedded instructional supports at their fingertips in every lesson, including literacy, fluency, and audio scaffolds. They also receive immediate feedback throughout lessons and assessments to guide their learning.



#### Anytime, Anywhere Access

Students complete their work at their own pace on virtually any device, anywhere they have access to the internet, giving them options of completing coursework that fits their schedule.

**Secondary students not in KVA will follow the bell schedule for their courses.**



#### Single Platform

All Odysseyware courses are built on a single platform, providing a consistent experience across all courses and enabling a wealth of cross-curricular customization options for educators. All content is fully HTML5 and Java-free, leading to improved ease of use as there are no plug-ins or add-ons required. Content can be accessed across browsers and devices such as tablets, Chromebooks, and smart phones.





## Elementary Teacher Schedules

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:15-8:45	Prep	Prep	Prep	Prep	Prep
8:50-9:10	Whole Class/SEL	Whole Class/SEL	Whole Class/SEL	Whole Class/SEL	Whole Class/SEL
9:20-9:50	Small Group A	Small Group A	Intervention & Enrichment	Small Group A	Small Group A
10:00-10:30	Small Group B	Small Group B		Small Group B	Small Group B
10:40-11:10	Small Group C	Small Group C	Prep	Small Group C	Small Group C
11:20-11:50	Small Group D	Small Group D	PLC Lunch	Small Group D	Small Group D
11:50-12:30	Prep	Prep		Prep	Prep
12:30-1:00	Lunch	Lunch	Lunch	Lunch	Lunch
1:00-2:00	Intervention & Enrichment	Intervention & Enrichment	Intervention & Enrichment	Intervention & Enrichment	Intervention & Enrichment
2:00-3:45	Parent Communication	Parent Communication	Staff Meeting/ Collaboration (Every other week)	Parent Communication	Parent Communication

## Middle School Teacher Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:30-8:30	Prep	Prep	7:30-8:00 Prep	Prep	Prep
8:30-9:30	1st Period	2nd Period	8:00-10:30 Staff Meeting/ Collaboration Every Other Week	1st Period	2nd Period
9:30-10:00	1st Period Student Support	2nd Period Student Support	10:00-10:30 1st Period	1st Period Student Support	2nd Period Student Support
10:15-11:15	3rd Period	4th Period	10:40-11:10 2nd Period	3rd Period	4th Period
11:15-11:45	3rd Period Student Support	4th Period Student Support	11:20-11:50 3rd Period	3rd Period Student Support	4th Period Student Support
11:45-12:15	Lunch	Lunch	12:00-12:30 4th Period	Lunch	Lunch
12:15-1:00	Prep	Prep	12:30-1:00 Lunch	Prep	Prep
1:00-2:00	5th Period	6th Period	1:00-1:20 Prep 1:20-1:50 5th Period	5th Period	6th Period
2:00-2:30	5th Period Student Support	6th Period Student Support	2:00-2:30 6th Period	5th Period Student Support	6th Period Student Support
2:30-3:00	Prep	Prep	2:30-3:00 Prep	Prep	Prep

## High School Staff Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:30-8:30	Prep	Prep	7:30-8:00 Prep	Prep	Prep
8:30-9:30	1st Period	2nd Period	8:00-10:30 Staff Meeting/ Collaboration Every Other Week	1st Period	2nd Period
9:30-10:00	1st Period Student Support	2nd Period Student Support		1st Period Student Support	2nd Period Student Support
10:15-11:15	3rd Period	4th Period	10:30-11:00 1st Period	3rd Period	4th Period
11:15-11:45	3rd Period Student Support	4th Period Student Support	11:15-11:45 2nd Period	3rd Period Student Support	4th Period Student Support
11:45-12:15	Lunch	Lunch	12:00-12:30 3rd Period	Lunch	Lunch
12:15-1:00	Prep	Prep	12:30-1:00 Lunch	Prep	Prep
1:00-2:00	5th Period	Student support small group and/or College & Career Guidance	1:00-1:20 Prep	5th Period	Student support small group and/or College & Career Guidance
			1:20-1:50 4th Period		
2:00-2:30	5th Period Student Support		2:00-2:30 5th Period	5th Period Student Support	
2:30-3:00	Prep	Prep	2:30-3:00 Prep	Prep	Prep

## Sample of Elementary Student Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:50-9:10	Whole Class SEL	Whole Class SEL	Whole Class SEL	Whole Class SEL	Whole Class SEL
9:20-10:30	Edgenuity Math	Edgenuity Math	Edgenuity Math	Edgenuity Math	Edgenuity Math
10:30-10:40	Break	Break	Break	Break	Break
10:40-11:10	Small Group Lesson with the Teacher	Small Group Lesson with the Teacher	Edgenuity Science	Small Group Lesson with the Teacher	Small Group Lesson with the Teacher
11:20-11:50	Edgenuity Math	Edgenuity Math	Edgenuity Science	Edgenuity Math	Edgenuity Math
11:50-1:00	Family Time/Lunch	Family Time/Lunch	Family Time/Lunch	Family Time/Lunch	Family Time/Lunch
1:00-1:30	PE Lesson with the Teacher	Music Lesson with the Teacher	Edgenuity ELA	PE Lesson with the Teacher	Music Lesson with the Teacher
1:30-2:00	Edgenuity ELA	Edgenuity ELA	Edgenuity ELA	Edgenuity ELA	Edgenuity ELA
2:00-2:30	Edgenuity ELA	Edgenuity ELA	Edgenuity Social Studies	Edgenuity ELA	Edgenuity ELA
2:00-3:45	Parent Support Time Email/call teacher and set up a time for support			Parent Support Time Email/call teacher and set up a time for support	

## Resource Room Students

WE ARE  
KELSO

- Follow General Education Plan
  - K-5 – Edgenuity
  - 6-12 Odysseyware, KSD Adopted Materials, or Intervention Materials
- Accommodations and Modifications provided
- IEP Goals – working for progress toward goals utilizing Teachers and Instructional Assistants



WE ARE  
KELSO

## Moderate/Significant/SLC

- Follow General Education Plan
  - K-5 – Edgenuity
  - 6-12 Odysseyware, KSD Adopted Materials, or Intervention Materials
- Accommodations and Modifications provided
- Building plan with individual families – leaning on working towards goals with current family activities/routines (helping with meals, hygiene, etc...)
- IEP Goals – working for progress toward goals utilizing Teachers and Instructional Assistants
- Highly individualized to meet students' needs

## Related Services

- Speech, OT, and PT services will be provided remotely





## High School Grading Guidelines

**A**

### Letter Grade Options: A, B, C, I

Teachers will issue grades of A, B, C, or Incomplete. Students cannot receive a P, NC, or F. The only exceptions to this rule are students who have learning plans that specify a specific grading system.

- You will receive a traditional letter grade on your high school transcript.
- Letter Grades continue to impact cumulative GPAs.

**I**

### Incomplete

Students who do not or cannot engage in learning may earn an Incomplete. Students who earn an Incomplete will have a wide variety of ways to complete a course.

- The incomplete remains on your transcript and can be changed to a letter grade when the course has been completed at some point during high school. There are several options for completion (such as retake course, test out, etc.). Please work with your high school counselor.
- Incomplete grades do not impact cumulative GPAs positively or negatively.
- If you are maintaining NCAA eligibility, please check with the Clearinghouse about incompletes.
- Please research your post-secondary institutions (military, trades, apprenticeships, and 2- or 4-year institutions) about incompletes.

## Elementary School Grading

**4**

### Numerical Grade Options: 1, 2, 3, 4

Teachers will issue grades of 1, 2, 3, or 4. The only exceptions to this rule are students who have learning plans that specify a specific grading system.

## Middle School Grading Guidelines

**A**

### Letter Grade Options: A, B, C, I

Teachers will issue grades of A, B, C, or Incomplete. Students cannot receive a P, NC, or F. The only exceptions to this rule are students who have learning plans that specify a specific grading system.



Last spring the internet was an issue, we are working with outside providers to get the internet to every family. Money from the CARES Act will mean that the school can pay for internet for families who qualify. We have learned that most of our county have internet available (capability). There is just a small pocket in Rose Valley and we are working on finding a solution.

We will have only 1 platform for students to log into (Google). All other links will be provided here for students so there is no confusion about where to go when they log on.

Our goal with 2.0 this fall is to “knock it out of the park!” We are working our hardest to provide a high quality education during this uncertain time. We understand that in the Spring this is not where we were, but we have learned a lot since then.

We will have elementary parent teacher conferences before elementary students begin school. Our goal here is to get families familiar with their Chromebook, logged in, started up and to find out how we as a district can best support individual families. This will provide time to make a connection and find out what the specific needs are of everyone. We know each family will be unique. Teachers will be able to schedule families around the same time for those with multiple students in the same school.

The plan is to return old Chromebooks and get new models so that everyone has an updated device. In anticipation, we were able to get devices ordered early and are on track to get here in time to be set up and handed out. Teachers will also be getting Chromebooks so they will be working with the same system that students are. This will allow for 2 screens for each teacher as well, one for videoing and one for hands on teaching. Huge shout out to the tech department who has worked tirelessly to achieve this for everyone.

We are working diligently to get a comprehensive FAQ document for families to be able to troubleshoot.

Teachers will be onsite all day each day.

How will we get information to working parents if the time to do this is between 2:00-3:30? This is where their parent teacher conferences at elementary schools will come in handy. Teachers can learn what will work best for each family.

How will we provide internet access for students who are not in their own home each day (students who go to grandparents or babysitters). We will look into this issue.

Superintendent Tack - Milestone of graduation is still our commitment, we will be working with students who are struggling to get their diploma. As we are aware, we will start working with individual students or small groups who are having similar issues.

Director Grafton - Will HiCap still be an option? Yes, our HiCap staff will still be working with students through Zoom and other means.

Director Conrad - What about programs such as Welding/Construction? We will be using an extensive video conferencing system demonstrating the same we will be doing for things such as science. It is not ideal, but is the best option for now.

How will we be enforcing attendance? We are waiting on guidance from the state for more information on this.

Superintendent Tack explains that we are trying not to “yo-yo”. It is incredibly important that our students and families have some consistency. If we were to open to in person, we run the risk of having in person school, then having to switch to distance learning, then maybe back to in person and then back to distance. This is not a program that will work well for families. As soon as we can be back safely we will be. The department of health will let us know when this is possible.

What is the plan for Running Start? Running Start goes through LCC so it will be dependent on what they decide. Kids are still able to participate.

We know the biggest challenges are childcare and internet access. We are working with outside agencies to try to meet this need. Director Moore states that even though this is incredibly difficult for families it is important for us to remember that our job and focus is not childcare, it is education and that is where our focus needs to remain.

Director Haas asks if this model will help students and staff when we do get to pivot to a hybrid model. Answer, yes, this will help a lot as students will have a plan in place already and will be able to continue.

Director Grafton - I have a lot of people asking me, why are we not going back to school?  
Superintendent Tack - With the metrics that came out from the department of health we have to listen. We are not health experts and have to lean on their recommendation. It would be negligent on our part to not listen. This is again the board's decision, but our recommendation is to follow the guidance of the health department.

Director Conrad - This is a hard decision for everyone.

Director Grafton - It doesn't feel like this is really the decision of the school board.

Superintendent Tack - Yes, this puts the board in a very difficult position. That is one reason we can't have these conversations in private. We have these where all stakeholders can be present.

Director Haas - I do feel it is best to follow the health department guidance.

Director Moore states that even though this is incredibly difficult for families it is important for us to remember that our mission is not childcare, it is education and that is where our focus needs to remain.

Superintendent Tack - It is incredibly hard to not be face to face. Our goal is to support the whole child. This is what truly keeps me up at night.

Director Grafton - I've had a few people ask, if their high school student needs to "fill" their schedule, or if they can just take the required courses and be done. Superintendent Tack - I have also fielded a few of those questions, and my reply is that we are getting kids ready for post secondary options. Which means it helps them explore different options. Instead of meeting the minimum requirements, we are helping them see more of what is out there. We are helping them to be competitive when they are out there, even during this time that is important. Director Yore - this is the same model we pursue for in person education.

Director Huntington - What is the anticipated attrition rate for the online vs hybrid model. We had many kids do very little or were disengaged, what do we anticipate that to look like this fall? Assoc. Director DeWeert & Director Yore - We anticipate being able to engage more students in this program as the expectations were low in the spring. That will not be the case this fall. This is a fresh start. Kids won't have a choice just like with in person schools.

Director Huntington - What about elementary students who do not have great home support? Assoc. Director DeWeert & Director Yore - Hoping to pull back small groups of students who struggled in the Spring face to face so that we can start working on closing the gap. We had many staff members who went out of their way to reach students in the Spring and more are ready to do so now. Superintendent Tack - monitoring and intervening will be a top priority to all staff.

Director Huntington - In the past the schools have sponsored ACT/SAT testing, how will that look this year for those who need it? Assoc. Director DeWeert & Director Yore - This was actually a discussion at the high school this morning. One thing to know is that the majority of colleges are not even requiring this right now. They are offering incredible grace to students at this point. We will be working on it as soon as we are able to have small groups safely together.

Director Huntington - For students who need extra attention, is in person learning completely out? Assoc. Director DeWeert & Director Yore - for the month of September yes, but we are hoping to revisit that in October as a possibility. With those behind to graduate and special ed students to have first priority. Superintendent Tack - We have heard from many in the community that it is not just for those struggling, but for others so that we can engage with all. So this is definitely on our radar.

**Adjourn meeting 5:51 pm**

X \_\_\_\_\_

President

X \_\_\_\_\_

Secretary