



Policy Review Council

Tuesday, October 31, 2017

3:30-4:30 p.m.

CRC – Monte Cristo Room

NOTES

Attendees: Denise Constantineau, Lisa Mills, Hayden Baker, Eric Jennings, Niki Cassaro, Cris Bosket, Jennifer Farmer, Matt Bennett, Heather Brown, Molly Ringo, Andre Samuels, Larry Fleckenstein, chair and Kellee Newcomb, recorder

Welcome and introductions

Larry welcomed and thanked the members, both continuing and new. Each member introduced themselves, their relativity to the district and connection to the Policy Review Council (PRC).

Larry said this year's policy work would be more detailed and require deeper conversations. He talked about how each of their roles would lend a critical eye in revisions to the discipline policies that are forthcoming from OSPI.

Overview of the Policy Review Council

Larry provided an overview presentation of the policy and procedure process and the council's role in this process. He explained that when laws are passed they are codified as an RCW (Revised Code of Washington) or a WAC (Washington Administrative Code). The Washington State School Directors Association (WSSDA) then drafts a model policy/procedure with the new/revised legislation and provides it to the district. We then compare our current policy/procedure to the model and determine if revisions are needed. The PRC is a critical piece of this refinement process.

The Student Rights and Responsibilities handbook is another document that PRC members play a critical role. Larry shared that we are currently working to create a new handbook that will be more user friendly and be more inclusive of equity work. It will be a more modern, usable document than the current handbook, and will include information on Positive Behavior Intervention and Supports (PBIS) and Multi-Tiered System of Supports (MTSS). We will be asking for the PRC's feedback on the document once it is available.

At the end of last year, Scott Pease provided a survey to the members of the PRC. One of the requests from the survey included providing handouts in advance of meetings. Larry said we will do this when the agenda is sent out the week before the meeting. He stated he is not *requiring* members to read through handouts prior meetings, but to make sure documents are available in case members wish to review them in advance.

Discipline Review

Larry provided OSPI's Student Discipline Rulemaking Update from June 26, 2017 and the summary of 4SHB 1541. The group reviewed the information and provided feedback. To comply with 4SHB 1541, Larry said the PRC's role is to periodically review and update discipline rules, policies, and procedures.

The group discussed the student discipline data requirement and how the information is provided to parents. Larry said the district is working on a data idashboard for parents to access. Data is also shared in the annual State of the School Reviews (SOSR).

Field Trip Process/Communications

Larry shared that we are currently considering an online process for field trips. He will be presenting this option to administrators at the Instructional Leadership Council (ILC) on Friday, November 3. This group's feedback will be very valuable for this process and in revising the policy and procedure to fit the new process if adopted. The group asked if the district is planning to go paperless for field trips. Larry said potentially the district might go to a totally paperless system but would most likely continue some of the paper documents initially.

Larry provided the field trip procedure and asked the group to review it through the lens of their representation on the PRC (parent, teacher, risk manager, or administrator). Molly noted this is one of the most important preventative policies and procedures that the district has. This topic will be discussed at a future meeting.

Next Meeting

November 28, 2017 – 3:30-4:30 p.m. – CRC – Monte Cristo Room

Proposed Agenda items:

- Dr. Cohn to discuss the council's role
- Review safety policies/procedures (Riding school buses; school patrols)