

Pullman School District

PEA and Admin Meetings, 2021-2022

Labor Management Discussion Item	Action to Take + Responsible Parties	Status
<p>1. Finances (ongoing discussion item)</p>	<p>4/21/21: The district is working on ESSER 2 and 3 plans which will be spread out over next 2 years. ESSR 1 funds are spent - funds were spent primarily on safety gear.</p> <p>5/18/21: No update at this time.</p> <p>10/19/21: Expended ESSER 1 funds. ESSER 2/3 funds will be spent over next two years and most of it will be spent on additional staffing. There a few open positions still due to lack of applicants.</p> <p>12/14/21: With the current staffing shortage, especially in transportation, we are seeing some a substantial cost impact (i.e. overtime, double routes). The district will continue to recruit and explore different hiring models.</p> <p>1/26/22: No changes. Continuing to recruit for subs.</p> <p>2/23/22: Annual audit is underway. Each year there are several areas of finance and this year the primary focus will be ESSER funds. Building allocations for 2022-23 school year are under review. Student enrollment continues to decline which will have a financial impact.</p> <p>3/15/22: Legislative session has ended. IPD will be 5.5%. Will be conducting an analysis of the budget looking specifically at funding for grant funded and levy funded positions to accommodate that increase.</p> <p>4/19/22: No update.</p>	<p>9/20/21: No discussion 10/19/21: Update 11/16/21: No update 12/14/21: Update 1/26/22: No update 2/23/22: Update 3/15/22: Update 4/19/22: No update</p>
<p>2. Curriculum Updates (ongoing discussion item)</p>	<p>5/18/21: Instructional Materials Committee recommended that there not be a pilot of a second set of materials and to move forward with Collaborative Learning Curriculum. Will go to CAC on Monday (5/24), and the to the board on Wednesday (5/26). There will also be an opportunity for community review and materials will be shared at staff meetings. Will adopt</p>	<p>9/20/21: No discussion 10/19/21: Update 11/16/21: No update 12/14/21: Update 1/26/22: Update 2/23/22: Update</p>

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	<p>curriculum after the first meeting in June and then will work on ordering materials and establishing professional development for staff.</p> <p>10/19/21: No update. Planning to start looking at middle school math. Continuing to provide professional development in new K-5 ELA materials.</p> <p>12/14/21: Secondary math adoption committee is meeting in January and will follow the typical process for adoption of grade 6-8 materials.</p> <p>1/26/22: Committee has met.</p> <p>2/23/22: No update.</p> <p>3/15/22: Will have special session of CAC on March 28 via zoom at 3:30pm to bring middle school math materials forward.</p> <p>4/19/22: Middle school math materials were presented to the board at the April 13th board meeting for discussion. Will be up for action at the April 27th meeting.</p>	<p>3/15/22: Update 4/19/22: Update</p>
<p>3. TPEP Evaluations for Counselors, Psychs, and SLPs</p>	<p>5/18/21: Cristina has been working on drafts that will be shared during bargaining for counselors, psychs, and SLPs.</p> <p>10/19/21: Need to determine if a change is needed. Tabled for a later meeting.</p> <p>2/23/22: No update.</p> <p>3/15/22: No update.</p> <p>4/19/22: No update.</p>	<p>9/20/21: No discussion 10/19/21: Tabled 4/19/22: No update</p>
<p>4. 2021-2022 Recovery Plan</p>	<p>9/3/20: Progress reports at the elementary level was discussed. The distance learning subcommittee will review and make adjustments to the</p>	<p>9/20/21: No discussion 10/19/21: No update 11/16/21: No update</p>

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	<p>reopening plan, as appropriate. Bob and Stephanie Horn will meet to discuss and problem solve elementary attendance.</p> <p>4/21/21: There is a Learning Loss Plan that is due June 1st. Template has been received along with a manual. This plan is part of ESSR Fund requirements will need to be approved by the school board. A big element of the Learning Loss Plan is the plan for summer school. Bob and Roberta are still reviewing the manual, and it is possible that there are portions that need teacher input but at this time there needs to be further review and understanding of the required elements.</p> <p>5/18/21: Families/staff were surveyed. Bob and Roberta will review the feedback received and will make adjustments/clarifications the Recovery Plan as needed. The board will take action on the plan on 5/26 and then the plan will be reviewed again in November and April as required by the state. The plan is based off of a lot of our current practices, and there should not be a ton of changes coming in the document unless there is a change with OSPI. In regard to the Recovery Plan, there will not be a huge impact on teachers in the classroom.</p> <p>10/19/21: No update.</p> <p>12/14/21: The updated and reformatted District Recovery Plan has been posted to our website. The school board received an update on the Recovery Plan at the November 10th board meeting.</p> <p>2/23/22: No update.</p> <p>3/15/22: No update.</p> <p>4/19/22: No update.</p>	<p>12/14/21: Update 1/26/22: No update 2/23/22: Update 3/15/22: No update 4/19/22: No update</p>
<p>5. New TPEP Student Growth Goals</p>	<p>10/19/21: OSPI sent out revised growth goals which take away the punitive approach to growth. It is optional this year to implement the new student growth goals, but will be required for next year. Some of our schools are</p>	<p>10/19/21: Update 11/16/21: No update 12/14/21: No update</p>

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	<p>piloting it this year. The disadvantage is that the new details that will be required but the implementation will not be required until next school year. There will be an opportunity for staff to review prior to implementation.</p> <p>2/23/22: No update.</p> <p>3/15/22: No update.</p> <p>4/19/22: No update.</p>	<p>1/26/22: No update 2/23/22: No update 3/15/22: No update 4/19/22: No update</p>
<p>6. Calendar Committee</p>	<p>10/19/21: Need to convene calendar committee for new academic calendars (2-3 years out). PEA will need to have representatives on that committee (ideally there would be an elementary and secondary representative). Initial meeting will be December/Early January with a May deadline). There will be 3 meetings about 2 hours each in the evening to accommodate community members, students, and parent/guardians. Joe Thornton will be co-chair along with Bob.</p> <p>11/16/21: Membership needed – will send a communication to parents in December to start forming a lottery (elementary, middle, high, at large rep), the Vice PEA President, a principal and a teacher will also serve as representatives on the committee. Working to confirm 3 meeting dates – one in January, February, and March. Membership will have the opportunity to review and vote. Sample calendar options will be provided to the committee. A working draft will be posted for review along with meeting notes. Comments should be directed to committee representative. The team discussed the possibility of incorporating the late start for the 2022-2023 calendar year. The committee will plan for the academic calendars for 2024/2025/2026.</p> <p>12/14/21: The meetings will take place in person on January 20, February 24, March 24 from 6:00pm-7:30pm. The admin reps will be Samantha Schertenleib, Juston Pollestad, and Kelly Laird. The invitation has been sent out to families and the lottery will take place on December 17th. The committee will work on drafting calendar templates and those will be posted</p>	<p>10/19/21: Update 11/16/21: Update 12/14/21: Update 1/26/22: Update 2/23/22: Update 3/15/22: Update 4/19/22: Update</p>

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	<p>after each meeting with a summary to our district website. Feedback can be provided to representatives. PEA/PPA members will have the opportunity to vote before the recommended drafts are presented to the board. This committee will also provide input on the proposed late start for 2022-2023 school year</p> <p>1/26/22: Calendar committee met January 20. The committee is working on 2 recommendations to the board:</p> <p>1) Shift from ½ day collaboration days to weekly time. The committee was in favor of that option. Still determining if it is a late start or early release option.</p> <p>2) Drafting calendar options for 2023-24, 2024-25, and 2025-26 school years. Drafts and meeting notes are posted on the website. Next meeting is February 24.</p> <p>2/23/22: Next meeting is scheduled for February 24. All meeting notes and draft calendars are available on the website. Committee will continue to discuss a recommendation for the weekly collaboration time.</p> <p>3/15/22: March 24 should be the final meeting of the calendar committee. The committee is on track to be able to finalize the drafts. The finalized calendar drafts will be posted on the website and provided to PEA & PPA for a vote by members. After PEA & PPA votes are completed, the calendar drafts will go to the school board for discussion and action. Still working on putting a recommendation forward to the board for the implementation of the weekly PLC time starting with the 2022-2023 school year.</p> <p>4/19/22: Calendar drafts are ready for memberships to vote on. Calendar drafts are being presented for discussion at the April 27th board meeting for action on May 11th.</p>	
7. Substitute Shortages	<p>11/16/21: The team discussed the recent increase in the substitute rate of pay that was approved at the November 10 Regular Board meeting. Looking</p>	<p>11/16/21: Update 12/14/21: Update 1/26/22: Update</p>

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	<p>to hire more full-time substitutes for the remainder of the school year and still utilizing emergency substitutes.</p> <p>12/14/21: Continuing to recruit substitutes. Staff are doing an excellent job prearranging substitutes when they know they are going to be out. Currently have about 11-12 emergency substitutes and working on hiring a full-time substitute for LMS and KES.</p> <p>1/26/22: LMS and KES full time substitute positions have been filled. There have been quite a few new substitutes also.</p> <p>2/23/22: A majority of the Fridays/Mondays for the rest of the school year are almost completely maxed out for absences. Staff have a done a great job planning absences ahead of time.</p> <p>3/15/22: Starting to see more substitutes picking up jobs which has been helpful.</p> <p>4/19/22: Seeing increase in staff shortages again especially on Mondays and Fridays. Professional development has been restricted to not taking place on Mondays and Fridays to help alleviate staff shortages. We appreciate everyone working to avoid cancelling school as a result of staff shortages.</p>	<p>2/23/22: Update 3/15/22: Update 4/19/22: Update</p>
<p>8. Elementary Report Cards</p>	<p>11/16/21: The team discussed the need for an elementary report card review and the need to convene a committee of representatives that includes a special education representative. With the new curriculum adoptions, the team will revisit report card discussions tentatively in January. The goal will be to have the report card ready for next school year.</p> <p>3/15/22: No update.</p> <p>4/19/22: No update.</p>	<p>11/16/21: Update <i>Tabled for later discussion</i></p>

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<p>9. Morning Supervision Time</p>	<p>11/16/21: Principals are working with their staff to create those transitions and ensure the appropriate amount of supervision. Will continue to monitor the current model.</p> <p>1/26/22: The team discussed the morning recess plan and if there was an expected drop off for this being an expectation of staff? With the sub shortage, it has continued, and the pandemic has really informed our practice. There have been some advantages to the new model. The team would like to see this as a broader and deeper conversation to gather multiple perspectives to ensure there is a balanced approach. The next step will be for PEA representatives to meet with Bob, Roberta and the Principals to start to have an initial conversation and start working towards finding a balance and then expand that discussion out to building representatives after the initial meeting.</p> <p>2/23/22: Bob and Roberta had an initial conversation with administrators to generate thoughts and ideas. The administrators discussed the initial feedback that was received and are looking how to spread responsibilities out to not overtask teachers and ensure alignment with the CBA. Administrators are going to reach out to staff in their buildings to gain a greater perspective and work on solutions. The team discussed the need to get a gauge of how teachers as a collective feel about this new model by building. Each building may look different as a result of a variety of factors. Building principals and building reps will work together to deliver a survey to their staff. This will also inform future conversations around this topic.</p> <p>3/15/22:</p> <ul style="list-style-type: none">• The team discussed the need for a simple survey that is the same for all four elementary schools that provides the opportunity for an extended response allowing staff to provide what they envision for morning supervision time based on their interests.• The team discussed the need for a survey that allows staff and administrators to problem solve collaboratively. The PEA/Admin team will work on drafting a survey to for building reps and principals to	<p>11/16/21: Update 12/14/21: No update 1/26/22: Update 2/23/22: Update 3/15/22: Update 4/19/22: Update</p>
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	<p>review and provide feedback. The end result will be one survey for all four elementary schools.</p> <ul style="list-style-type: none"> • Survey results will be shared with building reps and principals to identify themes and then will work with their staff collaboratively on a model that works for each building individually. • Lincoln Middle School will work together as a staff to address morning supervision time, if needed. <p>4/19/22: The team is still reviewing the elementary survey data that was collected.</p>	
<p>10. Push-In Model at Elementary</p>	<p>12/14/21: Discussed the effectiveness of the push-in model for students receiving services. Decisions around location of service are based on the individual needs of each student and is a decision made by the IEP team. Staff can engage in conversations around the location of the student's services with building MDT and IEP teams. Encourage staff to communicate with those teams to make data-based decisions. There may need to be clearer messaging and professional development around equity of access.</p> <p>2/23/22: No update.</p> <p>3/15/22: No update.</p> <p>4/19/22: No update.</p>	<p>12/14/21: Update 1/26/22: No update 2/23/22: No update 3/15/22: No update 4/19/22: No update</p>
<p>11. Math Alignment 6-12</p>	<p>12/14/21: After considerable research, the team discussed the need for a math alignment for grades 6-12. A new sequence has been created that has been reviewed by administrators and 6-12 math teachers. Staff have had the opportunity to provide feedback and suggest changes. Roberta provided an overview of the new sequence and how the standards will align. The new sequence will still have an advanced track for students. This sequence looks to create pathways for students in order to create more opportunities. The goal is that there will be more choice for students to take more than 1 math class in a year if they want. Juston and Cameron will communicate to their families that this is approaching. Will continue to work on the adoption of</p>	<p>12/14/21: Update 1/26/22: Update 2/23/22: No update 3/15/22: No update 4/19/22: Update</p>

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	<p>grade 6-8 materials, and as we work through the essential standards, will look to determine if there are any gaps at the middle school and if any changes need to be made. The goal is to accelerate opportunities for students while ensuring there is a strong foundation of math skills.</p> <p>1/26/22: Cameron, Juston, Roberta and Joni presented the proposed math alignment to the school board on January 12.</p> <p>2/23/22: No update.</p> <p>3/15/22: No update.</p> <p>4/19/22: Secondary principals are focusing on communication to families on the realignment.</p>	
12. Masking	<p>2/23/22: Waiting for updated guidance from OSPI, L&I, Washington Department of Health, and our local health department. Updated information will be provided to staff as it becomes available. Updated guidance will be coming from DOH on March 7th. Please see emails from Bob regarding mask information updates (February 28, 2022 & March 1, 2022).</p> <p>3/15/22: Masks are optional for students and staff.</p> <p>4/19/22: Masks are no longer required on City Transit buses.</p>	<p>2/23/22: Update 3/15/22: Update 4/19/22: Update</p>
13. Staffing	<p>2/23/22: Staff that took an ESSER position will return to their original assignment.</p> <p>3/15/22: No additional update. <i>Please see the update in item 1 – Finances.</i></p> <p>4/19/22: No update.</p>	<p>2/23/22: Update 3/15/22: Update 4/19/22: No update</p>
14. City of Pullman – Bussing Issues	<p>3/15/22: Unexpectedly, the City of Pullman is no longer able to provide transportation for Pullman School District students. They are asking for a 1-year extension but this will have an impact on our district.</p>	<p>3/15/22: Update 4/19/22: Update</p>

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	<p>-Scenario (Best): Receive 1-year extension. Gives the district a year to prepare.</p> <p>-Scenario (Worst): Do not receive a 1-year extension. Have to start transporting students starting 2022-2023 school year. This would involve the need to transport an additional 6 buses of students. Staff are reviewing ridership, routes, times, and locations. This will have an impact on scheduling and start times for all schools for the 2022-2023 school year.</p> <p>4/19/22: City will be submitting application for extension. There is not a time frame for when we will hear back.</p>	
15. PLC Time	<p>3/15/22: The team discussed concerns about district directed PLC time and possible impact on teachers. The team discussed the benefits of PLCs and ways teachers can gain time in the future as a result of efficient PLCs. The team discussed a possible need to share out some examples of what that might look like to show the value and the impact on working conditions after the successful implementation of new curricular materials and PLCs. The team shared the importance of continuing to work collectively on effective communication around PLCs. In order to ensure high levels of learning for all students it requires a collaborative team effort. Can engage PLC Leadership Team in further conversation around messaging for staff.</p> <p>4/19/22: An example late start schedule developed by the team will go to the board for discussion and action. Late start will only be on Mondays.</p>	<p>3/15/22: Update 4/19/22: Update</p>

2021-2022 Meeting Dates:

Time: 3:45pm-5:00pm

- September 20, 2021
- October 19, 2021
- November 16, 2021
- December 14, 2021
- January 26, 2022
- February 15, 2022
- March 15, 2022
- April 19, 2022
- May 17, 2022

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CLOSED TOPICS

1. Collaboration Time	<p>4/21/21: Before spring break, draft calendar for 2021-22 was sent to team leaders. Reviewing feedback and putting together a revised calendar to send back out to team leaders and principals before sharing publicly.</p> <p>5/18/21: No update at this time.</p> <p>10/19/21: CLOSED.</p>	<p>9/20/21: No discussion 10/19/21: CLOSED</p>
2. Posting Recorded Zooms of Students Online	<p>9/3/20: The concern about posting recorded zooms of students online was discussed. Alternatives are in place for those students that do not want to be included. Student media opt out requests must be honored.</p> <p>Action: Bob is checking on how long we have to keep recorded zooms online for students.</p> <p>1/19/21: Bob has not heard back. Will revisit.</p> <p>4/21/21: No update.</p> <p>5/18/21: Ongoing discussion. No update at this time.</p> <p>10/19/21: CLOSED. Will revisit if needed.</p>	<p>9/20/21: No discussion 10/19/21: CLOSED</p>
3. 2021-2022 Emergency Distance Learning Plan	<p>9/20/21: The team reviewed the 2021-2022 Emergency Distance Learning Plan. Some minor revisions were suggested. The plan was reviewed by the school board at the 9/22/21 Regular Board meeting and is posted to the website and staff SharePoint site. Staff received instructions for accessing the plan on the SharePoint site via email.</p> <p>10/19/21: Completed.</p>	<p>9/20/2021: Update 10/19/21: CLOSED</p>

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<i>(Includes Expectations of Staff)</i>		
4. COVID Flowchart	<p>10/19/21: Available on the staff SharePoint site at: home.psd267.org Link to: COVID-19 Symptom Flowchart</p>	<p>10/19/21: Notice 12/14/21: CLOSED</p>
5. Winter Weather Protocols	<p>11/16/21: Snow days will be taken if school needs to be cancelled due to weather. Due to not all students having access to the internet, remote learning will not be an option as a result of inclement weather. Winter weather protocols will be sent out to all staff.</p> <p>12/14/21: Completed.</p>	<p>11/16/21: Notice 12/14/21: CLOSED</p>
6. Professional Learning Days	<p>12/14/21: Staff will have the opportunity to attend sessions centered around PLC and equity. John Krownapple, one of the authors of Belonging Through Culture of Dignity, will be speaking virtually with staff on the January/February 2022 Professional Learning Days.</p> <p>1/26/22: Messaging may be needed to clarify Professional Learning Day requirements for teachers.</p> <p>2/23/22: COMPLETED</p>	<p>12/14/21: Update 1/26/22: Update 2/23/22: CLOSED</p>
7. Hepatitis B Training	<p>3/15/22: Hepatitis B Training, including information about vaccination and documentation, will be occurring with Special Education teachers, special education staff, custodians, and building administrators that may be exposed to hepatitis B, within the next week. The vaccination is optional and at no cost to staff.</p>	<p>3/15/22: ANNOUNCEMENT</p>