

Issaquah School District
Executive Limitations Monitoring Report

EL-10 STRUCTURE OF SCHOOLS
(Annual Internal – May 13, 2009)

The Superintendent shall maintain a K-12 structure of schools that ensures an effective environment that supports challenging and relevant opportunities for all students to achieve at levels defined in the Board's Ends policies.

(In Compliance)

Accordingly, the Superintendent may not fail to:

- 1. Prevent the instructional time provided for students during the academic day from being interrupted by unnecessary intrusions, unnecessary teacher time out of the classroom, or the scheduling of activities that can be scheduled during other times.*

Interpretation:

I interpret this to mean that district administrative leadership in collaboration with principals will control incidental and situational school activities, field and activity trips and broadcast announcements in order to prevent unnecessary intrusions into the classroom. In this, I interpret unnecessary to mean falling outside the limitations agreed upon by the principals and their supervisors and held in common at the elementary, middle and high school levels.

District release-time for teachers will be offered with appropriate limitations, including prohibitions against scheduling on identified days or dates.

Evidence of Compliance:

- We monitor data on usage of substitute certificated staff for district release-time throughout the year for the purpose of minimizing classroom disruptions
- IEA negotiated agreement 2007-10 section 6.3.1 A-K. This section begins with the statement: *The IEA and ISD both recognize the importance of having building staff in their assignment on a regular basis and encourage staff, when possible, to minimize the use of personal leave.* Part (D) of this section establishes Black Out Days at the start and end of the student school year. Part (H) puts restrictions around the use of personal leave around the longer calendared breaks. Part (K) establishes a cash-out incentive for staff not to use personal leave days.
- All certificated/employee leave request are reviewed with the expressed purpose of minimizing classroom disruptions as a result of staff absences.
- Building administration annually surveyed regarding intrusions into instructional time. All building level administrators have verified that: (from 2009 administrative survey)

In the past year all

Intrusions into classroom time are monitored for appropriate educational value and controlled to prevent unnecessary interruptions and limiting duration and frequency

such as: morning announcements, field trip, assemblies, performance rehearsals, parties etc... (EL-10 #1)

- IEA negotiated contract language section 2.3 provides the opportunity for Mission Wednesday release time to be used for selected professional development. This provides opportunities for professional development and collaboration outside of the student day.
- District procedures for access to I-728 individual hours requires that the time not occur during the student day.
- District Procedure on Access to Resources limits the distribution of “Kid Mail” to reduce classroom disruptions.

2. *Adopt a district calendar for the school year that best serves the learning needs of students and achieves the Board’s Ends policies.*

Interpretation:

The district has an existing contract requiring the annual calendar to be negotiated with the Issaquah Education Association. I interpret this policy to require the administration to identify calendar elements that impact student learning and work through the negotiations process toward a calendar that optimally serves student learning needs.

Evidence of Compliance:

- The board calendar parameters have been used since 2007 in our on-going calendar negotiations with the Issaquah Education Association.
- The 2009-2010 school calendar moved the spring break vacation back one week so that students would be back in school one full week prior to the administration of the annual WASL assessments in order to better serve the learning needs of our students.
- Our Personnel Department conducted a calendar survey that was introduced with the statement: *First and foremost, the Issaquah School District is committed to a calendar that promotes the best learning opportunities for students and supports the District’s mission.* The community, all staff and administration had access to the survey through Zoomerang for preferences to be used as data in the 2010-2011 calendar negotiations process.

3. *Change the basic grade level configuration of schools (K-5 elementary schools, 6-8 middle schools, 9 and 9-12 freshman campus and high schools) used in the district.*

Interpretation:

I interpret this to be reserved as a Board prerogative outside the purview of the Superintendent.

Evidence of Compliance:

- No grade level configurations have been changed by the superintendent since this report was last monitored.

Board Acceptance: _____