

Minutes of the Seattle/Shoreline Skills Center Study meeting for Seattle Public Schools held March 23, 2007, 1:30-4:30pm in Room 2765 at the John Stanford Center for Educational Excellence.

Those present:

- Ms. Olga Addae, Vice President, Seattle Education Association
- Ms. Kathy Akerman, Special Education
- Mr. Robert Austin, CTE Specialist, Seattle Public Schools (SPS)
- Ms. Annette Baker, Senior Analyst, SPS Budget Office
- Mr. Richard Berkowitz, Director, Pacific Coast Operations Transportation Institute
- Ms. Mary Davison, B,M&IT Instructor, Ballard High School, SPS
- Mr. LeRoy Drake, Special Assistant for Partnerships, Seattle Community College District
- Mr. Dan Fey, Seattle/King County Workforce Development Center
- Ms. Petrina Fisher, Executive Director, Communities In Schools
- Ms. Susan Grant, FACSE Instructor, Ingraham High School
- Mr. Jonathan Knapp, SE&I Instructor, West Seattle High School
- Mr. Darren Linker, Dept. of Environmental & Occupational Health Sciences, University of Washington
- Ms. Berta Lloyd, Dean of Professional Technical Programs, Shoreline Community College
- Mr. Tom Lopp, High Performance Standards, Inc.
- Ms. Carole O'Neill, Volunteer – Washington Women in Trades
- Ms. Bobbie Peterson, Director, CTE, Shoreline School District
- Mr. Roger Shimizu, CTE Specialist, SPS
- Mr. Shep Siegel, Manager, CTE, SPS
- Dr. Gary Stauffer, Youth Maritime Training Association (YMTA)
- Mr. Neal Storme, Independent Music Producer
- Ms. Roxanne Trees, CTE Specialist, SPS
- Ms. Tingyu Wang, Enrollment and Planning Analysis, Facilities and Construction, SPS
- Ms. Heather Winfrey, Director for Center of Excellence, Renton Technical Institute
- Mr. Paul Wozniak, Senior Facilities Planner, Facilities and Construction, SPS

Mr. Siegel welcomed the steering committee members. He explained the steering committee is doing the “hard work” and is responsible for the Seattle/Shoreline Skills Center Study final report to the school boards. He presented a brief overview of the study:

- The Washington state Legislature had invited Seattle and Shoreline school districts to participate as one of the four possible sites for new Washington state skills centers.
- The intent of the study is to determine the feasibility to build a new skills center and to determine student and community interest for a skills center.
- OSPI awarded the grant monies late; if approved, the skills center will be funded in the next legislative session.
- The final report will be completed by June 30, 2007.

- The grant has set aside \$20,000 for architectural preliminary drawings.
- The skills center study survey is ready to go out to the students/parents, faculty/staff, business/employers, and other (community organizations).
- Mr. Berkowitz has been chosen to serve as Chair of the Executive Council for the study.

Mr. Berkowitz described his employment history in the shipping industry as first working for the Maritime Union in Maryland. Through that experience he went to work for the Seattle-King County Workforce Development Council, serving on their board. He currently serves as the Chair for the WDC Board. He said he has much interest in building a new skills center, as he served as a legislative Policy Analyst, writing the Workforce Training Act.

The minutes were approved with the following corrections:

- Page 2, third paragraph: "...between 2007-2014 there will be 100,000 new jobs...". Change "100,000" to read "800,000 new jobs...".
- Page 3, third paragraph, third sentence: "...support of the shoreline business community...". Capitalize the word "Shoreline".
- Page 4, paragraph beginning: "Mr. Knapp...with fewer skills than ever before of not having...". Change the word "of" to "for".

Dr. Stauffer reported he had attended the March 22, 2007 SPS High School Principal's Meeting. He had provided Mr. Siegel's letter to the Executive Council as a handout at the meeting; he noted the following comments (a copy of Dr. Stauffer's presentation is attached):

- A principal asked about the difference between Running Start and a skills center. Dr. Stauffer had answered that not all the skills center's programs will lead to all the certifications for employment and that the students would need to go on to the community colleges, and that it is envisioned the skills center would complement the programs for CTE and at the colleges.
- The Principals requested that the entry process into the skills center allow for special consideration for the ESL students.
- Dr. Stauffer had explained that the skills center would help in drop out retrieval, thus, adding to the FTE and overall funding for the school district (i.e., a possible 1.0 FTE for the school and 1.0 FTE for the skills center, appropriated by the House Budget).

Dr. Stauffer said Mr. Brockman, SPS Interim Director of Instruction had asked to be kept informed of the study's progress, and that he plans on appointing Mr. Siegel to the Facilities Summit Group so he can attend their meetings.

Mr. Knapp commented that the 2.0 FTE may cause a high school/skills center separation. Mr. Siegel affirmed the State allocates 16% more dollars/student FTE (\$5,000/Voc FTE) for a skills

center student, and that the skills center should be able to pay for their own staffing within a couple of years.

Ms. Lloyd said that State funding varies between school districts, and that \$10 million had been requested for CTE programs. She attended the March 20 legislative session, but no CTE was heard in the Senate Ways and Means Committee for the House Bill. She noted the Chair of the Committee is holding all other House Bills to gain House support for the Sonics Arena in Renton, WA.

Mr. Siegel said he was in contact with Ms. Vicky Ragan of Puget Sound Teaching and Learning about the survey. She suggested that he and Ms. Peterson respectively write four separate survey letters to students, faculty/staff, business/employers, and other (community groups) in the Seattle/Shoreline area, similar to what PST&L had done for the NEVAC survey. The survey should give the description for a skills center and be no longer than 15 minutes in length.

Mr. Siegel stated he will compose the four letters: PARENTS, STUDENTS, BUSINESS and COMMUNITY to be sent out through e-mail. At the suggestion of Mr. Berkowitz, he will include verbiage to address the fears of AP parents and instructors of not taking away jobs and programs in the high schools. He will send the survey to all middle school and high school parents of AP and non-AP students (Special Ed and Bilingual); the Business letter will be sent via e-mail to the steering committee members, who will then forward the letters onto their business/employer contacts.

Mr. Siegel stated the Seattle/Shoreline Skills Center Study could propose one central site plus one or two satellite sites. He said Seattle is oriented north/south, and that east/west travel is difficult. He suggested the Duwamish Apprentice Center as a possible south-end site and/or Rainier Beach High School, noting that Sound Transit is only two blocks away from the high school site.

Mr. Drake remarked that the Duwamish area is growing, but the size of the Duwamish Apprentice Center building will only accommodate 200 students. He asked about the reconstruction for a skills center at one of the south-end elementary schools at the size of Cleveland High School, with "scalability, room to grow".

Mr. Siegel proposed the following if the skills center were sited in the south-end:

Duwamish Apprentice Center	- 2 programs
Rainier Beach High School	- 2 programs
+ Elementary Site	

Mr. Lopp gave the example of Yakima high schools. He said they do not offer Automotive in the high schools but have developed a successful agreement with Yakima Community College to "combo" the high school students and adults in their Automotive program.

Ms. Peterson reported that Dr. Lambert, President of Shoreline Community College had stated his concern about being brought late into the skills center study with a proposal of a satellite site at the community college. Mr. Siegel asked if he would support Shoreline in a skills center at the Wilson Pacific site.

Mr. Fey asked where Shoreline's boundary breaking point is heading south. He added that the WDC supports the Seattle/Shoreline partnership. Ms. Peterson answered that Shoreline supports a skills center at the Wilson Pacific site, enhancing the neighborhood with new construction, and one satellite site on the Shoreline Community College campus.

Mr. Storme asked if a site proposal of "needs and requirements", i.e., how many classrooms, how many electrical/mechanical hookups, noise impact, and parking would be included in the final report. Ms. Tang said the Environmental Impact Statement would be completed in the next phase if awarded the funds for the skills center.

Ms. Tang mentioned that there are already 7-8 programs at Wilson Pacific that will need to be relocated, and that John Marshall Alternative High School had planned to move their programs to that site.

Mr. Lopp stated that the idea of a skills center is to grow and to add additional buildings later. He said the Legislature will ask the questions of "when" and "where". He suggested one central site as just the beginning plus one small satellite program in the south-end.

Mr. Siegel said he likes the Boren site as it is a nice hookup to the south-end buildings. Ms. Tang stated the Boren building will be in use as an interim site until the year 2012 while the high schools are being remodeled.

Mr. Lopp stated he will add verbiage in the final report about the location for future sites in regard to high demand growth areas (cluster areas).

Mr. Knapp stated the Legislature will provide the monies for the skills center program and SPS will provide the site, and that due to SPS budget restraints the skills center will need to use existing sites. He cautioned the steering committee to be sure to look into site constraints for capacity and future growth at the school sites.

Ms. Peterson provided the following school acreage equations: 27 acres = high school, 13 acres = middle school, and 6-7 acres = elementary school.

Ms. Trees said that two school boards and two school districts will equal powerful programs.

Ms. Tang suggested checking the SPS Facilities website for a list of available properties with or without schools on the site. Mr. Siegel offered that the Facilities people could come forward with a site suggestion and Master Plan, beyond just looking at the closed schools.

Mr. Lopp stated the goal is to submit a plan—the decisions for the plan will change throughout the approval process.

The steering committee agreed upon the following timeline:

April 27	Steering Committee Meeting
April 30	Survey Deadline
May 15	1 st Draft of Final Report
May 24	Review Committee Meeting
June 5	Executive Council Meeting
June 6	Shoreline School Board Introduction
June 20	Seattle School Board Introduction
July 11	Seattle School Board Action

Ms. Peterson said the question of “What is the recommendation for a Skills Center?” must be answered to move ahead on the 1st Draft of Report.

Mr. Siegel stated the recommendation for the 1st Draft of Report must reach the students, provide for expandability, and offer programs that do not duplicate the programs at the SeaTac Skills Center.

Based on our limited knowledge, these sites were discussed:

Wilson Pacific
Duwamish Apprentice Center/Rainier Beach High School
Other satellite sites to be determined

Mr. Storme cited the example for the skills center as having high-powered computer programs at the main center and introductory computer programs at the satellites.

Mr. Siegel will ask Mr. Gillmore of the Facilities Department and Ms. Johnson from the Budget Office to tour several skills centers to gain information about square footage/design specifications and site footprints. Their results will then be forwarded to the steering committee to incorporate into the report.

NOTE: Subsequent to this meeting, Dr. Siegel has met with staff from Facilities and from the Superintendent’s office, and aligned the site selection process with district protocol. High Performance Standards will prepare a preliminary report, and will meet with district leadership following the April 27 Steering Committee meeting.

Mr. Drake asked if Career Laddering will be in the draft report. Mr. Siegel answered that it would be included in the report.

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Mr. Lopp stated that phase one for the skills center is a feasibility report, and that phase two will choose the programs for the center. Mr. Siegel said the forecasting predictions and student projections will be based on what the community wants, on labor forecasts and teacher talent.

Mr. Siegel stated that the main objective for the steering committee is to help Mr. Berkowitz prepare for chairing the June 5th Executive Committee meeting. He plans for the meeting to be held in either the JSCEE Auditorium or the Brockey Center at South Seattle Community College.

Dr. Stauffer requested Seattle Maritime Academy (SCCC) be considered as an option for a satellite location, which has access to boats and water, with the possibility of forming a partnership with the skills center.

Mr. Austin reported that he and Mr. Gillmore will be visiting the New Market Skills Center; they invited Mr. Brockman, but he was unable to attend.

The meeting adjourned at 4:00 pm.

Respectfully submitted,

Robyn Redfield