



## Minutes

### Call to Order

1. The meeting was called to order at 4:32pm. Directors Harris and Director Burke were present. Director Blanford was not present. The meeting was staffed by JoLynn Berge, Assistant Superintendent of Business and Finance, Clover Codd, Assistant Superintendent of Human Resources and Nate Van Duzer, Director of Policy & Board Relations.

2. Approval of agenda

Approval of agenda was moved by Director Burke, Director Harris seconded the motion.

3. Approval of meeting minutes

Director Harris requested an amendment to the minutes asking to remove the word “and” next to seconded on the minutes. Director Harris moved the amended meeting minutes for approval, Director Burke seconded. The amended February meeting minutes passed unanimously.

### Discussion and/or Action

#### I. Special Attention Items

1. **Information Only: Policy 6114 Gifts, Grants, Donation & Fundraising Proceeds (Stone)**

Director of Grants & Strategic Partnerships, Michael Stone spoke about bringing data to the Board that they had previously requested. Mr. Stone presented comparisons from other districts including Tacoma School District who they have been using as a guide among other districts. Mr. Stone spoke about expanding the policy for more modern day technology based fundraising and looking at how they can set policy and monitor them as best as best as they can. The second part of the presentation was setting up a Superintendents procedure around the steps that will help us monitor the policy. Mr. Stone mentioned that he has several people looking at the procedure for input including Sabrina Burr from the Parent Teacher Student Association (PTSA). Mr. Stone asked for any feedback and then gave next steps. Director Harris asked if Principals’ Association of Seattle Schools (PASS) had had a chance for input and Mr. Stone said they had. Assistant Superintendent of Human Resources, Clover Codd suggested that Mr. Stone also ask our Athletic department for input. Mr. Stone said that he would.

2. **Information Only: Policy D140.00-D140.01 (NEW 6102) District Funding (Stone)**

Covered both Information Only items in one.

3. **Notification of Contract Exceeding \$250,000: CareerStaff Unlimited (Clancy)**

Director of Special Education, Michaela Clancy spoke about the reason why the contract exceeded the \$250,000. Ms. Clancy explained that her department needed to add additional providers to the contract for leave replacements, which took them over the original contract amount. Ms. Clancy went on to say that they are actively hiring and have an early hiring waiver from SEA that may help prevent contracts and/or contract overages next school year for unfilled positions.

**4. Notification of Contract Exceeding \$250,000: Seneca Family Agencies (Clancy)**

Director of Special Education, Michaela Clancy spoke about the agency providing in district day treatment “InTandem” special education services for students in the Original Van Asselt building. The need to extend the contract until to the end of April, led to a modification that would bring the contract close to the \$250,000 mark. If they are not able to place the students in other programs, they will inevitably need to create another modification, which will exceed the \$250,000 amount. The Superintendent of Business and Finance, JoLynn Berge had suggested Ms. Clancy inform the Board of the inevitable increase so the Board is aware of the situation. Director Harris requested Ms. Clancy provide a memo to the Audit & Finance Committee explaining the funding increase breakdown she explained at the meeting.

**Follow up:** The memo will be attached to the March 9th minutes.

**5. Notification of Contract Exceeding \$250,000: Freimund, Jackson, and Tardif (Cerqui)**

Deputy General Counsel, John Cerqui spoke about entering into contracts with multiple law firms at the beginning of the year; setting a certain contract amount based on current cases or projected caseloads. Depending on outcomes of lawsuits, some will settle quickly while others will move into extended litigation--which can increase costs. Mr. Cerqui mentioned that Freimund, Jackson, and Tardif currently has 20 matters that they are handling for Seattle Public Schools. Anticipating that some administrative hearings will move forward, Mr. Cerqui projected that this contract will be closer to \$375,000 by the end of the fiscal year.

**6. Notification of Contract Exceeding \$250,000: Yarmuth Wilsdon (Cerqui)**

Mr. Cerqui spoke about Yarmuth’s services. Because a particular partner left the firm, use of the firm moving forward will be limited. Mr. Cerqui anticipates exceeding the \$250,000 threshold once all invoices are received. Director Harris requested that Mr. Cerqui add an extra column in communications with the Board showing how much Seattle Public Schools (SPS) has spent on litigation. Mr. Cerqui thought it was a good idea and was going to talk it over with General Council, Noel Treat. Director Burke spoke about possibly requesting a cost reduction in light of the exodus of one partner and the predicament that placed on SPS. Mr. Cerqui said he would look into a fee reduction.

**7. Head Start Budget Update (Gousie/Toner)**

Program Manager of Head Start, Eugene Gousie spoke about bringing updates to the Board regarding their budget development process. The information is pertinent to the grant and budget that will eventually come to the Board for approval. Taking into account the rising cost of the Collective Bargaining Agreement and how it will effect this year’s reductions. Mr. Gousie talked about bringing possible cost reduction ideas to the Policy Council meeting and giving them time to look over the proposals before they make a final decision in April. The reduction ideas that are on the table are as

follows: at Olympic Hills, offering one full day and one part day class; at Roxhill, offering one full day class and two part day classes; at West Seattle, offering one full day class in place of the current two part day classes; and at Broadview-Thomson, offering one full day class and one part day class. The other proposed reduction would come from an administrative position. Director Harris requested a one-page graph showing the reductions that Mr. Gousie is proposing.

## **II. Regular Agenda Items**

### **1. Monthly Budget Update (Berge)**

Assistant Superintendent of Business & Finance, JoLynn Berge, spoke about there being many questions regarding how the District is going to use the dollars that the Levy cliff bill passing restored. Ms. Berge spoke about scheduling meetings with SEA, PTSA and PASS to get their input and make a decision by the March 29th budget work session. Ms. Berge spoke about being thoughtful in the decision-making. Stating that they are continuing to request that our principals' keep building worst-case scenario budgets just in case.

### **2. SMART GOAL #4 Budget (Berge)**

No updates.

### **3. Monthly Financial Status Update (Berge)**

Ms. Berge pointed to the budget document under "Year to Date Actual" on page 7C. Ms. Berge noted that there is a negative \$11,900 in "local non tax". Ms. Berge explained that it is how the counties monthly process of refunds and the timing of when it hits our books.

### **4. Committee Annual Work Plan (Berge)**

Ms. Berge spoke about the Board's request for identifying policy numbers with the old numbering system. Ms. Berge spoke about finding two. One being the policy that Mr. Stone spoke of earlier and the other, F12, Job Sharing policy in Human Resources. Our plan is to update the F12 Job Sharing policy in October. If the board is amendable with this decision than Ms. Berge will move forward to update the work plan. Director Harris said that it was ok with her.

## **Adjourn**

This meeting adjourned at 5:34pm.