Executive Committee
May 4, 2017, 8:30 am – 10:30 am
Board Office Conference Room, John Stanford Center

Agenda

Call to Order 8:30 am

1. Roll Call
2. Approval of agenda
3. Approval of April 6, 2017 meeting minutes

I. Board Action Items 8:35 am

1. Approval of 2017-18 School Calendar

II. Review of the May 17 and June 7 legislative session agendas 8:45 am

III. Special Attention Items 9:05 am

1. Discussion with Labor Partner: Local 609
2. Superintendent Evaluation Process and Timeline Discussion
3. Approval of June 3, 2017 Board Retreat Agenda
4. 2017-18 Board Meeting Calendar and Oversight Work Session Discussion
5. Communications Protocol Discussion
6. Budget and Possible External Audit Discussion
7. Partner Recognition List

IV. Board Policies and Procedures

V. Standing Agenda Items 10:15 am

1. Community Engagement (Superintendent 2016-17 SMART Goal #5 Update)
2. Government Relations
3. Board Calendar/Work Plan
4. Executive Committee Work Plan
5. Board 2017 Goals Update

Adjourn

Upcoming Meetings

• June 1, 2017

(Please note that this is a working committee. Documents may change before the meeting and/or prior to introduction before the Board. Special meetings of the Board may contain discussion and/or action related to the items listed on the agenda).
Executive Committee
April 6, 2017, 8:30 am – 10:30 am
Board Office Conference Room, John Stanford Center

Minutes

Director Peters and Harris were present. Director Pinkham arrived at 8:45am.

This meeting was staffed by Superintendent Larry Nyland, Deputy Superintendent Stephen Nielsen, Assistant Superintendent of Operations Pegi McEvoy, Director of Capital Projects & Planning Richard Best, Executive Director of Government Relations and Strategic Initiatives Erin Bennett, Director of Policy & Board Relations Nate Van Duzer, Deputy General Counsel John Cerqui, General Counsel Noel Treat, Assistant Superintendent of Human Resources Clover Codd, Associate Superintendent of Teaching & Learning Michael Tolley, Chief Engagement Officer Carri Campbell, and Director of College & Career Readiness Dan Gallagher.

Call to Order

1. This meeting was called to order at 8:39am.

2. Approval of agenda

   Director Harris asked to amend the agenda to add a special attention item about security at Regular Board meetings.

   Director Harris moved to approve the agenda as amended. Director Peters seconded. This motion passed unanimously.

3. Approval of March 2, 2017 meeting minutes

   Director Harris noted that Director Pinkham would like to be present to vote on the minutes; therefore, the minutes would be discussed upon his arrival.

I. Board Action Items

   1. Amending Policy 1240, Committees

      Mr. Treat provided an overview of this action report and the suggested changes made to this policy. Directors and staff discussed the Superintendent’s role in the approval process. Directors and staff discussed using clarifying language within the action report.

      Director Pinkham arrived at 8:45am.
Director Harris moved this item forward to the full Board for consideration. Director Pinkham seconded. This motion passed unanimously.

2. Approval of March 2, 2017 meeting minutes

Director Harris moved to approve the March 2 minutes. Director Pinkham seconded. This motion passed unanimously.

II. Review of the April 19 and May 3 legislative session agendas

April 19:

Directors and staff reviewed the April 19 Regular Board meeting agenda. Directors and staff discussed the Public Employee Relations Commission notice on the agenda and the process for this announcement. Directors and staff discussed the enrollment process and marketing of schools, specifically in relation to alternative schools. Director Harris noted that she would like more information around the HIPPA requirements for action item No. 3.

Directors moved action items 1 and 3-11 to consent.

Director Harris moved to approve the April 19 agenda as amended. Director Pinkham seconded. This motion passed unanimously.

May 03:

Directors and staff reviewed the May 3 Regular Board meeting agenda. Directors moved action items 3, 4, and 5 to consent. Staff discussed the curriculum purchases for each elementary school opening for the 2017-2018 school year.

Director Harris moved to approve the May 3 agenda as amended. Director Pinkham seconded. This motion passed unanimously.

III. Special Attention Items

1. March 4, 2017 Board Retreat Survey Feedback

Mr. Van Duzer discussed the feedback provided through this survey. Director Harris noted she would like staff feedback on future retreats.

2. 2017-18 Board Meeting Calendar Preview Discussion: Work Sessions

Mr. Van Duzer noted that at the May Exec meeting there will be a discussion on the 2017-18 Board meeting calendar. He discussed the amount of meetings for this year and the memo provided. Directors and staff discussed complex topics that will be addressed the next school year as well. Directors discussed scheduling stability and the need to be well-informed of complex items well in advance of scheduled meetings.

3. Discussion of Potential May 1 Activity

Directors and staff noted the Seattle Education Alliance’s decision not to strike. Dr. Codd discussed how schools plan for coverage during known teacher strikes and absences.
4. Discussion of Regular Meetings with Labor Partners

Director Harris noted that it would be valuable to invite labor partners to executive meetings to provide a time for them to update the Board. She suggested giving the 3 major labor partners (SEA, PASS, and Local 609) 10 minutes on a rotating schedule, to assist in building better relationships and to formalize a regular discussion. Staff discussed designing guidelines to make clear that these meetings are not potential pre-negotiation or a way to circumvent the already established processes for grievances, investigations, or appeals.

5. Security at Board Meetings

Ms. McEvoy provided historical background to the decision to have security at regular Board meetings. She highlighted the information provided on a matrix outlining when and where to use security within the District. Directors and staff discussed the current needs for security, the image that it presents, assessing levels of threat, and lower levels of visible security in certain situations going forward.

IV. Board Policies and Procedures

V. Standing Agenda Items

1. Community Engagement (Superintendent 2016-17 SMART Goal #5 Update)

Ms. Campbell provided updates on the community engagement tool kit and the expansion of training of staff on how to use it. She noted that there would be training on how to appropriately use social media as an engagement tool. She noted feedback on the communication engagement tool so far, and how improvements to the communication plan are going. She discussed how the Board is informed when elected officials visit schools.

Dr. Codd provided updates on professional development trainings and collaboration efforts with labor partners to assist in the design of leadership trainings. She noted the efforts to strengthen problem solving and conflict resolution skills of staff and the long-term positive outcomes and interest-based collaboration.

2. Government Relations

Ms. Bennett provided feedback on a few of the policy-based bills that are being discussed in Olympia and which may affect the District. She provided information on Bill 1170 on truancy reduction. She discussed Bill 1508 on student nutrition and health and noted she will send the WSSDA Bill tracker link to the Directors for their information. Ms. Bennett noted Bill 1235, regarding physical education. She also highlighted a bill on the use of sunscreen and assessment bills that did not make it to a legislative committee. Mr. Gallagher and Ms. Bennett provided details on Bill 5639 concerning alternative student assessments. Mr. Gallagher discussed how opting out of the Smarter Balance Assessment testing will affect federal funding and the Every Student Succeeds Act. Directors and staff discussed the potential effects of this bill and the timeline of its implementation. Ms. Bennett noted there will be further discussion on the effects of this bill should it pass. Dr. Nyland provided an update on the communication and community engagement efforts in Olympia. Dr. Nyland provided feedback on collaboration with the City. Director Peters provided feedback regarding a meeting with the Mayor.

3. Board Calendar/Work Plan
4. Executive Committee Work Plan

5. Board 2017 Goals Update

Mr. Van Duzer noted he spoke with Mr. Starosky and Mr. Bush regarding connecting with principals and community partners.

Adjourn

This meeting adjourned at 11:10am.
1. **TITLE**

Approval of 2017-18 School Year Calendar

2. **PURPOSE**

This Board Action Report allows the School Board to establish the dates for when the school year starts and ends, which is required by state law. In addition, the development of the school year calendar is subject to bargaining with unions and certain calendar rules are outlined in the 2015-18 Seattle Education Association (SEA) Certificated Agreement.

3. **RECOMMENDED MOTION**

I move that the School Board approve the 2017-18 School Year Calendar as attached to the Board Action Report.

4. **BACKGROUND INFORMATION**

   a. **Background**

The 2015 – 2018 collective bargaining agreement between Seattle Public schools and the Seattle Education Association included new provisions regarding the student day and several specific elements of teacher time. The first added 20 minutes per day to the student instructional day to support core content without lengthening the certificated staff workday. The second called for the scheduling of weekly early dismissal or late start to provide for “professional collaborative time, common planning time, and technological proficiency.” The details of how the district would implement these provisions were to be worked out through interest-based negotiations between the District and the Seattle Education Association. Those negotiations resulted in the attached calendar which provides that on each Wednesday, except the first day of school, students will be dismissed 75 minutes early to accommodate teacher planning, collaboration and professional development. Collaborative and/or common planning time is also being in or braided into the teacher workday. The certificated staff workday will remain at 7 ½ (7.5) hours.

The District has an affirmative obligation under its Collective Bargaining Agreement with the SEA certificated unit to bargain the school calendar. The District is required to bargain the
calendar with other school peer represented employees. As outlined in the 2015-2018 Collective Bargaining Agreement, the calendar adheres to the following rules:

a. First day of school. The first Wednesday in September.
b. State In-Service Day. As recognized by the State and typically the second Friday in October.
c. Winter Break. At least ten weekdays, ending after New Year’s Day. If New Year’s Day falls or is observed on a Monday, students will return to school on the next day (Tuesday).
d. Mid-Winter Break. President’s Day and the following four workdays.
e. Spring Break. Five days starting the second Monday in April.
f. Snow Make-Up Days. At least three snow days shall be scheduled, including the day between semesters, and the first two days following the last day of school in June.
g. Holidays. Labor Day (when school begins before this day in September), Veteran’s Day (November), Thanksgiving Day (November), the day after Thanksgiving (November), Martin Luther King JR. Day (January), President’s Day (February), and Memorial Day (May).
h. TRI Days. The four days immediately preceding the start of school, except for the Friday before Labor Day.
i. November. Three consecutive days for Elementary and K-8 conferences immediately preceding Thanksgiving Day, subject to State Board approval.

Labor and Employee Relations staff invited representatives from all fourteen (14) collective bargaining groups to review the 2017-18 calendar. The Seattle Education Association (SEA) agreed to the calendar and no bargaining group has raised concerns or objections.

b. Alternatives
Not approve the calendar. This is not recommended as the 2017-18 Academic calendar must be set and any alternative calendar would require the District to re-bargain with the Unions.

c. Research
NA

5. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be minimal.

The revenue source for this motion is N/A.

Expenditure: ☐ One-time ☐ Annual ☐ Multi-Year ☒ N/A
Revenue: ☐ One-time ☐ Annual ☐ Multi-Year ☒ N/A

6. COMMUNITY ENGAGEMENT

With guidance from the District’s Community Engagement tool, this action was determined to merit the following tier of community engagement:
Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

The matter of the academic year calendar is primarily a subject of negotiations with SEA. Therefore, there is limited direct community engagement on the subject.

7. **EQUITY ANALYSIS**

This calendar incorporates additional student early release time that allows for more teacher collaboration time to address school improvement plans and work on ending opportunity gaps.

8. **STUDENT BENEFIT**

Adoption of the calendar for the 2017-18 school year will allow for the development of individual school schedules for students and families, and to plan for and schedule family activities outside of school time.

9. **WHY BOARD ACTION IS NECESSARY**

- Amount of contract initial value or contract amendment exceeds $250,000 (Policy No. 6220)
- Amount of grant exceeds $250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
  Under RCW 28A.330.100 the Board is to “fix the time for annual opening and closing of schools and for the daily dismissal of pupils before the regular time for closing schools.”
- Board Policy No. _____, [TITLE], provides the Board shall approve this item
- Other: The development of the school year calendar is subject to bargaining with unions and calendar rules in the 2015-18 Seattle Education Association (SEA) Certificated Agreement are being implemented.

10. **POLICY IMPLICATION**

Per Board Policy No. 5020, agreements resulting from Collective Bargaining, are approved by the Board. The school calendar is collectively bargained with interested unions and the resulting
agreement is presented to the Board for approval pursuant to RCW 28A.330.100. Further, the 2017-18 school year calendar will promote continuity of instruction.

11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Executive Committee meeting on May 4, 2017. The Committee reviewed the motion and _____________.

12. TIMELINE FOR IMPLEMENTATION

Upon approval of this motion the adoption of the calendar for the 2017-18 school year will allow for the development of individual school schedules and courses; the District to begin staffing for the upcoming school year; enable the District to schedule future professional development; allows persons and organizations providing supporting services to plan and schedule their services; and allow families and staff members to schedule family activities outside of school time.

13. ATTACHMENTS

- 2017-18 School Year Calendar (for approval)
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**2017-18 SCHOOL CALENDAR**

**September 2017**
- 8/29, 8/30 & 8/31 TRI Days (1, 2 & 3 of 5)
- 9/1: Non-working day for staff
- 9/4: Holiday - Labor Day
- 9/5: TRI Day (4 of 5)
- 9/6: First day of school for students
- 9/1: Non-working day for staff
- 9/4: Holiday - Labor Day
- 9/5: TRI Day (4 of 5)
- 9/6: First day of school for students

**October 2017**
- 10/13: State In-Service Day - TRI Day (5 of 5)
- 10/20 - 11/22: Elementary Conference Days
- 10/22: 1 hr early dismissal prior to holiday
- 11/23 & 11/24: Holiday - Thanksgiving

**November 2017**
- 11/10: Holiday - Veterans' Day
- 11/22: 1 hr early dismissal prior to holiday
- 11/23 - 11/24: Holiday - Thanksgiving

**December 2017**
- 12/15: 1 hr early dismissal prior to holiday
- 12/18 - 1/1: Winter Break

**January 2018**
- 1/1: Holiday - New Year's Day
- 1/15: Holiday - Martin Luther King, Jr. Day
- 1/31: Day Between Semesters
- 1/31: Snow Makeup Day (1 of 3)

**February 2018**
- 2/19: Holiday - Presidents' Day
- 2/20 - 2/23: Mid-Winter Break

**March 2018**
- 3/18 - 3/23: Elementary Conference Days
- 3/20 - 3/21: 1 hr early dismissal prior to holiday

**April 2018**
- 4/9 - 4/13: Spring Break
- 4/9 - 4/13: Elementary Conference Days
- 4/9 - 4/13: 1 hr early dismissal prior to holiday

**May 2018**
- 5/28: Holiday - Memorial Day
- 5/28: School Start / End

**June 2018**
- 6/22: Last Day of School for Students and Teachers
- 6/25: Snow Makeup Day (2 of 3)
- 6/26: Snow Makeup Day (3 of 3)
I. Call to Order - 4:15 p.m.

1. General Welcome Announcement to Audience
2. Roll Call
3. Pledge of Allegiance
4. Recognition
   1. SPS Valedictorians
   2. Seattle Housing Authority

II. Student Presentations - 4:30 p.m.

- Southshore K-8

III. Superintendents Comments - 4:45 p.m.

- Denny International Middle School

IV. Student Comments (Cleveland)

V. Business Action Items - 4:55 p.m.

A. Consent Agenda

1. Minutes of the Oversight Work Session/Executive Session on April 20, the Oversight/Work Sessions on April 26, and the Regular Board Meeting on May 03.
2. Warrants

B. Items Removed from the Consent Agenda

VI. Public Testimony - 5:30 p.m.

Members of the public who wish to address the board may do so by e-mailing the School Board Office or calling (206) 252-0040, beginning Monday, May 15, at 8:00am. The public
testimony list will be posted Tuesday, May 16. For information on how the public testimony list is created, please visit the Board's website. Thank you.

VII. Board Comments

VIII. Business Action Items (Continued) - 6:30 p.m.

C. Action Items

1. **Amending Policy No. 3141, Nonresident Students** - (Ops., Apr. 20, for) Approval of this item would amend Policy No. 3141, Nonresident Students.


3. **Adopt Policy No. 6102, Fundraising, and Repeal Policy and Procedure D140.00 and D140.01, District Fundraising** - (A&F, Apr. 18, for) Approval of this item would adopt Policy No. 6102, Fundraising, and repeal Policy D140.00 and Procedure D140.01, District Fundraising.

4. **Approval of Contract RFP02756, Point of Sale System** - (A&F, Apr. 18, for) Approval of this item would authorize the Superintendent to execute contract RFP02756 with My Payment Network, Inc. (i.e. School Pay) in the amount of $647,000 for a district-wide Point of Sale System from 2017-2020.

5. **Budget Development and Financial Management System (BDMS) Contract Awards** - (A&F, Apr. 18, for consideration) Approval of this item would authorize the Superintendent to execute contracts with SHI International Corp., in the amount of no more than $250,000 for purchasing software licensing with Questica Inc, in the amount of no more than $550,000, for purchase services requested to install and implement the Questica software.

6. **Approval of Contracts for Annual PowerSchool Maintenance and Support and for Online Registration Forms and Support** - (Ops., Apr. 20, for approval) Approval of this item would authorize the Superintendent to execute two contracts with PowerSchool, one with PowerSchool in the amount of $242,550, plus WA State Sales Tax, and one for set-up and services for a new online registration form services in the amount of $120,760.50.

7. **Purchase of Student and Staff Computers for New BEX IV Schools and BTA III Projects Opening Summer 2017** - (Ops. Apr. 20, for approval) Approval of this item would authorize the Superintendent to execute purchase orders through Bid No. 06691 with Thornburg for a total not to exceed $1.6M, plus WA State Sales Tax.

8. **Acceptance of Grant for Madrona Playground Improvement Project** - (Ops., Apr. 20, for approval) Approval of this item would accept the gift of the Madrona Playground Improvement Project from the Madrona PTSA.
9. Acceptance of Grant for Highland Park Playground Improvement Project - (Ops., Apr. 20 for approval) Approval of this item would accept the gift of the Highland Park Elementary Playground Improvement Project from the Friends of Highland Park Elementary.

10. BTA III and BTA IV: Award Construction Contract K5082, Bid No. B11636, to SprinTurf for the Athletic Field Improvements at Franklin High School Project - (Ops., April 20 for consideration) Approval of this item would authorize the Superintendent to execute construction contract K5082 to SprinTurf for the Athletic Field Improvements at Franklin High School Project, in the amount of $883,114, (including Alternates Nos. 1 & 2), plus Washington State sales tax.

11. BEX IV: Resolution 2016/17-20, Acceptance of the Building Commissioning Report for the Genesee Hill Elementary School Replacement project - (Ops., Apr. 20, for approval) Approval of this item would adopt Resolution 2016/17-20, accepting the building commissioning report for the Genesee Hill Elementary School Replacement project.

12. BEX IV & BTA IV: Lincoln High School Modernization: Resolution 2016/17-21 Intent to Construct Project - (Ops., Apr. 20, for approval) Approval of this item would approve Resolution 2016/17-21, which certifies the intent of Seattle Public Schools to construct the Lincoln High School Modernization Project.

13. BEX IV & BTA IV: Approval of the Site Specific Educational Specifications for the Modernization at Lincoln High School Project - (Ops., Mar. 16, for approval) Approval of this item would approve the Site Specific Education Specifications dated March 13, 2017 for the Building Excellence IV (BEX IV) and Building Technology Academics and Athletics IV (BTA IV) Modernization at Lincoln High School Project.

D. Introduction Items

1. Resolution 2016/17-17, Ethnic Studies - (C&I, May 8, for) Approval of this item would

2. Adopting Policy No. 2080, Assessment - (C&I, May 8, for) Approval of this item would adopt Board Policy No. 2080, Assessments.

3. Review and Approval of Career and Technical Education 2017 Annual Plan per Policy No. 2170 - (C&I, May 8, for) Approval of this item would

4. Approval of 2017-2018 School Year Calendar - (Exec. May 4, for) Approval of this item would approve the 2017-18 School Year Calendar.

5. Approval of the City of Seattle Project Services Contract - Office of Superintendent of Public Instruction/United States Department of Agriculture (OSPI/USDA) 2017 Summer Food Services Program - (Ops, Apr. 20, for consideration) Approval of this item would authorize the Superintendent to execute a contract with the City of Seattle in the amount of ($____), to provide breakfast, lunch and afternoon snack for the OSPI/USDA Summer Food Service Program.
6. **Accepting Grants from the City of Seattle to Move to a 2-tier System and to Fund the Crossing Guard Program for 2017/18** - (A&F, May 11, for) Approval of this item would

7. **Families Education Levy Funding for 2017 Summer Learning and 2017-18 School Year** - (A&F, May 11, for) Approval of this item would

8. **Washington State Risk Management Pool Annual Payment** - (A&F, May 11, for) Approval of this item would


10. **Head Start Grant** - (A&F, May 11, for) Approval of this item would

11. **2017-18 School Year Student Rights & Responsibilities Handbook** - (C&I, May 8, for) Approval of this item would approve the 2017-18 School Year Student Rights & Responsibilities Handbook.

12. **University of Washington Experimental Education Unit (EEU) Interagency Agreement to Provide Education Services to Special Education Students, Ages 3-6** - (C&I, May 8, for) Approval of this item would authorize the Superintendent to execute agreements with University of Washington EEU totaling $1,205,241.66, which would provide special education services to 48 preschoolers and 15 kindergartners, as well as technical support for 3-5 schools for inclusion practices for students with special needs during the 2017-18 school year.

13. **RFQ 01542 Birth to 3 Intervention Administration Services: The Experimental Education Unit (EEU) Wonderland Developmental Center, Northwest Center, Boyer Children's Clinic** - (C&I, May 8, for) Approval of this item would authorize the Superintendent to execute contracts with EEU in the amount of $151,476, Wonderland Developmental Center in the amount of $252,460, Northwest Center in the amount of $757,380, and Boyer Children's Clinic in the amount of $1,262,300, to ensure the provisions of Early Intervention services.

**IX. Adjourn - 8:30 p.m.**
I. Call to Order - 4:15 p.m.

1. General Welcome Announcement to Audience
2. Roll Call
3. Pledge of Allegiance
4. Recognition
   1. State Athletic and Academic Champions
   2. Seal of Bi-Literacy
   3. Rainier Beach Students

II. Student Presentations - 4:30 p.m. (Catherine Blaine K-8)

III. Superintendents Comments - 4:45 p.m.

- Mercer Middle School

IV. Student Comments (Rainier Beach)

V. Business Action Items - 4:55 p.m.

A. Consent Agenda

1. Minutes of the Oversight Work Sessions on May 10, the Regular meeting on May 17, and the Work Sessions on May 24.
2. Personnel Report

B. Items Removed from the Consent Agenda

VI. Public Testimony - 5:30 p.m.

Members of the public who wish to address the board may do so by e-mailing the School Board Office or calling (206) 252-0040, beginning Monday, June 05, at 8:00am. The public testimony list will be posted Tuesday, June 06. For information on how the public testimony list is created, please visit the Board's website. Thank you.
VIII. Business Action Items (Continued) - 6:30 p.m.

C. Action Items

1. **Resolution 2016/17-17, Ethnic Studies** - (C&I, May 8, for) Approval of this item would

2. **Adopting Policy No. 2080, Assessment** - (C&I, May 8, for) Approval of this item would adopt Board Policy No. 2080, Assessments.

3. **Review and Approval of Career and Technical Education 2017 Annual Plan per Policy No. 2170** - (C&I, May 8, for) Approval of this item would

4. **Approval of 2017-2018 School Year Calendar** - (Exec. May 4, for) Approval of this item would approve the 2017-18 School Year Calendar.

5. **Approval of the City of Seattle Project Services Contract - Office of Superintendent of Public Instruction/United States Department of Agriculture (OSPI/USDA) 2017 Summer Food Services Program** - (Ops, Apr. 20, for consideration) Approval of this item would authorize the Superintendent to execute a contract with the City of Seattle in the amount of ($__), to provide breakfast, lunch and afternoon snack for the OSPI/USDA Summer Food Service Program.

6. **Accepting Grants from the City of Seattle to Move to a 2-tier System and to Fund the Crossing Guard Program for 2017/18** - (A&F, May 11, for) Approval of this item would

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13. **RFQ 01542 Birth to 3 Intervention Administration Services: The Experimental Education Unit (EEU) Wonderland Developmental Center, Northwest Center, Boyer Children's Clinic** - (C&I, May 8, for) Approval of this item would authorize the Superintendent to execute contracts with EEU in the amount of $151,476, Wonderland Developmental Center in the amount of $252,460, Northwest center in the amount of $757,380, and Boyer Children's Clinic in the amount of $1,262,300, to ensure the provisions of Early Intervention services.

**D. Introduction Items**

1. **Amending Policy No. 3115, Homeless Students: Enrollment Rights and Services** - (Ops., May 18, for) Approval of this item would

2. **Adopting Policy (___), Food Services and Student Nutrition and Repealing Policy H61.00, H60.01, H62.00 and H63.00** - (Ops., May 18, for) Approval of this item would

3. **Adopting Policy (___), Food Services for School and Community Programs and Repealing Policy H64.00, H65.00, and H60.01** - (Ops., May 18, for) Approval of this item would

4. **Renew Contract B01538 with Goody Man Distributing, Inc. for Bread Products for 2017/17** - (Ops, May 18, for) Approval of this item would

5. **Renew Contract B01539 with Duck Delivery for Fresh Produce for the 2017-18 school year** - (Ops, May 18, for) Approval of this item would

6. **Renew Contract B01540 with Dairy Fresh Farms for Fluid Milk Products, Miscellaneous Dairy Products and Juice Products for 2017/18** - (Ops, May 18, for) Approval of this item would

7. **Accepting Grants from the City of Seattle to Move to a 2-tier Transportation System and to Fund the Crossing Guard Program for 2017/18** - (Ops, May 18, for) Approval of this item would

8. **Approval of contract with King County for Paddle Stop Cameras** - (Ops, May 18, for) Approval of this item would

9. **Approval of Purchase for PE Equipment for New Schools Opening 2017** - (Ops, May 18, for) Approval of this item would

10. **Approval of Purchase of Music Equipment for New Schools Opening 2017** - (Ops, May 18, for) Approval of this item would

11. **BEX IV & BTA IV: Approval of the Educational Specifications for the Daniel Bagley Elementary School Modernization and Addition Project** - (Ops, May 18, for) Approval of this item would

12. **BTA IV: Award Construction Contract K5078, Bid No. B11634, to (___), for the Magnolia Elementary School Renovation and Addition Project** - (Ops, May 18, for) Approval of this item would
13. BEX IV: Resolution 2016/17-18, Board Acceptance of the Building Commissioning Report for the Hazel Wolf K-8 @ Pinehurst Replacement Project - (Ops, May 18, for) Approval of this item would

14. K-3 CSR Grant: Budget Transfer to Create Budget for Maple Elementary School four (4) Classroom Addition CLT Project - (Ops, May 18, for) Approval of this item would

15. BEX IV and BTA IV: Lincoln High School Modernization: Budget Increase for Exterior Improvements, including Modification to Bassetti Architects Contract P1436, and Adjustments to Lydig Construction Contract P5084 - (Ops, May 18, for) Approval of this item would

IX. Adjourn - 8:30 p.m.
Seattle School Board Retreat
Saturday, June 3, 2017 10:00 am - 3:00 pm
Auditorium, John Stanford Center

Agenda

10:00 am  WELCOME

10:00-10:30 am  TEAM BUILDING / ICE BREAKERS

10:30-12:00 pm  RACIAL EQUITY TRAINING
Options include:
- Identity Safety Training (similar to April presentation to principals)
  - Kyle Kinoshita on stereotype threat, Since Time Immemorial curriculum review, Dr. Stephanie Fryberg from UW
- Increasing equity in HCC, with potential guest speaker Austina De Bonte from NW Gifted Child Association
- Review of programs that move the needle on equity

12:00-12:30 pm  BREAK & LUNCH

12:30-1:00 pm  BOARD COMMUNITY ENGAGEMENT GOAL REPORTS

1:00-2:00 pm  STRATEGIC PLAN: PLANNING PROCESS OPTIONS

2:00-3:00 pm  TBD

3:00 pm  ADJOURN

* Start times for each topic are estimated. Discussion of the next topic will begin at the conclusion of the prior topic (with the exception of breaks). Special meetings of the Board, including work sessions and retreats, may contain discussion and/or action related to the items listed on the agenda.
Date: April 27, 2017  
To: School Board Executive Committee  
From: Nate Van Duzer, Director of Policy and Board Relations  
Subject: 2017-18 School Board Meeting Calendar Decision Memo

Issue

The current rhythm of the Board meeting calendar does not lead to the most efficient flow of action items through the Board, because the meeting order for a month varies depending on length of the month, the day of the week the month starts on, and holiday breaks. In some cases, staff have to wait 5-6 weeks for items to make it from committee to Board action; at other times, it can be as short as 3 weeks. This inconsistency causes trouble for staff in planning, varying levels of review time for the Board, and slows down the flow of Board business. Staff have been exploring alternative options for the meeting structure and rhythm of Board meetings for the 2017-18 school year.

Purpose

The purpose of this memo is to seek your feedback on a couple alternative schedules under consideration. Changes can be made to the rhythm of committees, the rhythm of regular Board meetings, or both.

After selecting one of the three calendar options, several specific scheduling questions around the summertime and holidays will need to be answered.

As visuals may be helpful, you might want to refer to three possible calendars attached:

- Option A: Status quo
- Option B: Status quo for regular Board meetings, but new committee rhythm
- Option C: Change in regular Board meeting rhythm AND change in committee rhythm

1. Committees

Currently, regular committee meetings are spaced over three weeks in a given month.

Operations Cabinet reviewed and recommended an alternative committee meeting rhythm structure as follows: all four Board committees meet in the same Thursday, Monday, Tuesday, Thursday rhythm each month between the two Board meetings, with the Executive Committee coming at the end of this 8-day stretch.

Below is a sample month of the alternative rhythm:
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Pros:
- The meetings would come in a regular rhythm relative to the Board meetings, so the time window from committee discussion to Board intro and action would be consistent (3-4 weeks total).
- The Executive Committee would have the benefit of knowing what came out of each of the committees as it reviews and approves the coming agendas. Staff leads for the Operations Committee especially appreciated the idea of having their meeting shortly before the Executive Committee, as opposed to two weeks after under the current schedule.
- The Executive Committee would not be the morning after a regular Board meeting.

Cons:
- That week of committees would be busy for Board directors, especially if there were work sessions scheduled for that open Wednesday, leading to potentially two committee meetings and a work session for three meetings total for a director. (This occasionally happens already under our current schedule.)
- Meeting dates would not necessarily be on the same day/week each month, so it would be harder to communicate the schedule (e.g. one could not say it is the first Thursday of every month).

Other considerations:
- Committees would only happen one week per month, so there would not be opportunity to move items through a non-traditional committee for an unanticipated urgent issue (i.e. having a C&I item move through Exec).
- The routing of all BARs would happen in a monthly rhythm and reviewers might have more to process in a shorter time, but then a break without any BARs.
- The Board meeting in the following week would be mostly introduction items. The subsequent Board meeting would be mostly action items. Some staff suggested that work sessions could be added on to any short regular meetings.
- Staff would have to turn around committee-approved documents quickly to be ready for posting by the Board office on Friday. Items with any major changes would need to be delayed to the following Board meeting.
- Large items could delay Intro to week 4 to be “off cycle” and get more attention, but would then have 5 or so weeks between Intro and Action.
2. Regular Board Meeting Dates

Currently, regular Board meetings are scheduled on the 1\textsuperscript{st} and 3\textsuperscript{rd} Wednesdays of each month, but rescheduled or cancelled around holidays or breaks. This sometimes leads to longer spacing between Board meetings, or having a holiday break week be the one week between meetings, causing issues if staff are out of town.

In the coming 2017-18 school year, Mid-winter Break falls on the third full week of February. If no adjustments are made, then between January 17 and March 7 there would only be one meeting on February 7 in this seven-week window. In addition, Spring Break falls on the second week so there would not be much opportunity for committee meetings between the two April meetings.

An alternative to consider is to hold Board meetings every two weeks, not counting holiday weeks (the week of Thanksgiving, Winter Break, Mid-winter Break, and Spring Break).

Pros:
- It provides a more regular flow of meetings.
- If you started the calendaring with a meeting on September 6, this calendar lands meetings on the 1\textsuperscript{st} and 3\textsuperscript{rd} Wednesdays much of the time anyways (14 of 19 meetings).
- Longer, three-week breaks between meetings correspond to the school breaks, when many staff are out of the office.

Cons:
- It is a change from previous practice.
- One could not communicate the meeting schedule simply (i.e. one could not say “always the 1\textsuperscript{st} and 3\textsuperscript{rd} Wednesdays”), although to a certain extent this complexity exists now.

Here is a quick comparison table:

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<tr>
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<th>1\textsuperscript{st} and 3\textsuperscript{rd} Wednesdays</th>
<th>Every 2 weeks, not counting breaks</th>
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<tr>
<td><strong>Number of Meetings (Sept-June)</strong></td>
<td>18 meetings, if no adjustments made in Jan-Mar seven-week stretch with only 1 meeting</td>
<td>19 meetings</td>
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<tr>
<td><strong>Spacing between meetings</strong></td>
<td>Variable</td>
<td>Constant (when discounting holiday and break weeks)</td>
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<td><strong>Issues around breaks</strong></td>
<td>Multiple, particularly Mid-winter and Spring Breaks</td>
<td>No, work rhythm slows around breaks</td>
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<td><strong>Ease of communication of meeting dates</strong></td>
<td>Easy</td>
<td>Not as easy – would need to refer to website or handout for full calendar. 14 of 19 meetings would be on 1\textsuperscript{st} or 3\textsuperscript{rd} Wednesday</td>
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3. Special Considerations

Under any of the above scenarios, the special circumstances below will require changes from the regular schedule.

August

By state law, we have to have a Board meeting in August. Assuming we do not have a special Board meeting to approve the budget in early August, that means one would need to be scheduled for late August. Here are two options:

- Have the regular Board meeting on Wednesday, August 30.
  - Committees feeding this meeting would take place August 21-24.
  - There would only be one week between this meeting and the regular Board meeting on September 6.
- Have the regular Board meeting on Wednesday, August 23.
  - Committees feeding this meeting would take place August 14-17.
  - This would provide two weeks before the next Board meeting, but would also mean starting committees a week earlier.

October

The Council of Great City Schools’ annual conference will be starting on Wednesday, October 18, which would be a Board meeting day under either Scenario A or B. The Board will need to make a decision about whether this conference is something that needs to be scheduled around. Operations Cabinet provided strong feedback that having only one meeting in October 2016 caused problems.

February
Under a 1\textsuperscript{st} and 3\textsuperscript{rd} Wednesday scenario (Option A or B), the Board meetings would fall on January 3, January 17, February 7, March 7 and March 21. There would be no second meeting in February due to Mid-winter Break the week of the February 19. That creates a seven-week window with only one Board meeting, which could significantly jam the workflow. A possible alternative would be to have an extra meeting on January 31 and push the February 7 meeting to February 14 (or February 13 if the decision was made to avoid Valentine’s Day).

Under the alternative scenario, the scheduling would already incorporate this change.

\textit{April}

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29 & 30 & & & & & \\
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If 1\textsuperscript{st} and 3\textsuperscript{rd} Wednesday Board Meetings is paired with the consolidated committee calendar (Option B in the attached calendars), the committees in April would fall during Spring Break, the week of April 9, and would need to be rescheduled. There is no obvious week to reschedule them, so they could come either before or after the break, or split between the two.

\textit{June/July}

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Under all options, the regular June Board meetings would normally be June 6 and June 20. It is likely that the June 20 meeting will conflict with graduations, as it does in June 2017. In addition, the last meeting of the year normally occurs the first Wednesday of July, but that day is July 4 in 2018. Here are several options:

- Reschedule the July 4 meeting to Monday, July 2 or Thursday, July 5 and either:
  - Reschedule the June 20 meeting to June 27, or
  - Cancel the June 20 meeting.
Option A
Status Quo

August 2017

September 2017

October 2017

November 2017

December 2017

January 2018

February 2018

March 2018

April 2018

May 2018

June 2018

July 2018

Note: At least one regular Board meeting will need to be scheduled in August and July.
Option B
1st and 3rd Wednesdays for Regular Board Meetings
Thursday to Thursday Committees

August 2017

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February 2018

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April 2018

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July 2018

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Red: Holiday or Break
Orange: Regular Board Meeting
Blue: Committee

Note: At least one regular Board meeting will need to be scheduled in August and July.
Option C
Regular Board Meetings Every Two Weeks (except breaks)
Thursday to Thursday Committees

August 2017

September 2017

October 2017

November 2017

December 2017

January 2018

February 2018

March 2018

April 2018

May 2018

June 2018

July 2018

Note: At least one regular Board meeting will need to be scheduled in August and July.
Date: May 3, 2017  
To: Executive Committee  
From: Larry  
Re: Recognitions at the 2016-17 School Board Meetings  

Big Idea - We have 3 things we have tried to do with recognitions:  
a. **Individuals** – Recognizing state awards and outstanding individuals.  
b. **Outliers** – We have been asking our schools that stand out (REA) to share their successes. And, we have done recognitions for Schools of Distinction and Achievement Awards, which are state recognitions of outstanding school performance.  
c. **Premier Partners** – Our dozen or so CBOs who gives the most and are more closely aligned to our work. The attached Premier Partners list provides information on the type of partnership each organization has with SPS (either as a Funder; Systemic/Strategic Partner; Impact Provider; or Municipal Partner) and describes the partnership’s impact on SPS. The list is not intended to be an exhaustive list of SPS partners and represents a broad spectrum of organizations that interacts with the district on different levels and have been recommended by SPS leaders.

Who we have recognized:  
- Nesholm Family Foundation  
- Southeast Seattle Education Coalition  
- Seattle Reads  
- City Year/King County  
- Schools Out Washington  
- Seattle Council PTSA  
- YMCA/Summer Staircase  
- Seattle University/Gatzert  
- Bridges Program with HC/SpEd  
- Paraprofessional of the Year  
- Citizen Service Award - Franklin Graduate/Funder, Kenny Alhadeff

Coming Up (Potential): We try to find a time that works for us as well as the partners, so it takes some juggling.

<table>
<thead>
<tr>
<th>Brd Mtg</th>
<th>Partners</th>
<th>Positive Outlier</th>
<th>Individuals/Groups</th>
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</table>
| May 3    | • South Seattle College – 13th Year  
          • City of Seattle – DEEL                                             | • Maple          | • Seattle Schools Scholarship Fund Committee Board President, Eleanor Toews |
| May 17   | • Seattle Housing Authority                                              | • Denny          | • Valedictorians & Solicitor General  
          |                                                                        |                  | • Seal of Biliteracy  
          |                                                                        |                  | • World Championship Ballard Robotics  
          |                                                                        |                  | • CTE Students (recognized by Port of Seattle)  
          |                                                                        |                  | • School Nurse Appreciation Week (5/10)   |
| June 7   | • Chris Larsen ($1M per year to South Shore K-8 School) from the New School Foundation  
          | • Or Seattle Children’s Hospital                                       | • Mercer         | • State Athletics and Academics Champion Teams             |
| June 28  |                                                                        |                  |                                                            |

**Bold font = confirmed attendance** | **Italicized font = suggested/proposed recognition (not yet confirmed)**
Seattle Public Schools
2017 Executive Committee Work Plan

<table>
<thead>
<tr>
<th>January 5</th>
<th>February 2</th>
<th>March 2</th>
<th>April 6</th>
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<td>Jan 18 &amp; Feb 1</td>
<td>Feb 15 &amp; March 1</td>
<td>March 15 &amp; April 5</td>
<td>April 19 &amp; May 3</td>
<td>May 17 &amp; June 7</td>
<td>June 21 &amp; July 5</td>
<td>August and 1st Sept meetings</td>
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<td>March Retreat Agenda Approval</td>
<td>March Retreat Follow-Up</td>
<td>June Retreat Agenda Approval Board Meeting Calendar</td>
<td>2017-18 Conference Schedule</td>
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<td>June Retreat Follow-Up September Retreat Agenda Approval</td>
<td>Board Annual Evaluation Planning</td>
<td>September Retreat Follow-Up</td>
<td>December Retreat Agenda Approval</td>
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Parking Lot: Policy 1240, Committees

Charter guided by Policy 1240, Committees & Policy 1010, Board Oversight of Management: • Provide leadership for Board activities • Develop the Board annual work plan and operation • Be a sounding board for the Superintendent • Draft Superintendent evaluation materials for the Board and manage the Superintendent evaluation process • Work with staff to develop a strategy and plan to address emerging priorities/issues, including identifying and referring to the appropriate committee • Develop and approve meeting and retreat agendas • Schedule work sessions and all other Board meetings • Work with the Superintendent to guide the preparation of Strategic Plan work sessions • Work with the Superintendent to identify the departments and major program areas to give Oversight Work Session presentations each year • Coordinate government relations for federal, state and local jurisdictions • Draft a legislative agenda for consideration and approval by the Board • Draft positions on State and City of Seattle resolutions, ballot measures and initiatives for consideration and approval by the Board • Interface with Washington State School Directors Association (WSSDA) and other school districts • Coordinate with government entities, other education advocacy groups and individuals • Coordinate the annual review of Board policies • Develop, review and recommend Series 1000 and applicable Series 0000 and 4000 policies for consideration by the Board • Ensure the leveraged use of Policy No. 0030, Ensuring Educational and Racial Equity • Make

Updated 4/18/17
recommendations regarding action by the Board with respect to collective bargaining agreements and the academic calendar • Review and approve the list of annual program reporting requirements • Coordinate legal issues • Refer issues to the appropriate Board committee • In coordination with the Superintendent and lead committee staff, develop an annual committee work plan

Updated 4/18/17