

# Board Special Meeting

## Executive Committee

November 9, 2017 8:30 am – 10:30 am

Board Office Conference Room, John Stanford Center

2445 3<sup>rd</sup> Avenue South, Seattle, WA 98134



## Minutes

### Call to Order

1. This meeting was called to order by Director Leslie Harris at 8:40. President Peters arrived at 8:41.

Director Pinkham, Harris, and Peters were in attendance. The meeting was staffed by Superintendent Larry Nyland, Director of Policy of Board Relations, Nate Van Duzer, Executive Director of Government Relations and Strategic Initiatives Erinn Bennett, Assistant Superintendent of Operations Pegi McEvoy, General Counsel Noel Treat, Associate Superintendent of Capital, Facilities & Enrollment Flip Herndon, Assistant Superintendent of Budget and Finance JoLynn Berge, Assistant Superintendent of Human Resources Clover Codd, Special Assistant to the Deputy Superintendent Sheryl Moore, Chief Engagement Officer Carri Campbell, Director of Family Partnerships James Bush, and Chief Strategy and Partnerships Officer Brent Jones.

2. Approval of agenda

Director Harris moved approval of the agenda. Director Pinkham seconded. This motion passed unanimously.

3. Approval of October 12, 2017 meeting minutes

Director Harris moved the approval of the minutes. Director Pinkham seconded. This motion passed unanimously.

### I. Board Action Items

1. Amending Policy No. 5020, Collective Bargaining

Director Peters explained why she would like to amend the policy. She noted that the board would like to be informed during the collective bargaining process and that this policy change would help with that. Board directors and staff discussed the policy and proposed language. Director Peters clarified which three paragraphs within the Collective Bargaining Agreement have been newly added to the policy.

For next steps, Mr. Treat and staff members agreed to work with Director Peters to further edit. Director Pinkham suggested that we add a phrase that the board be fully informed. Directors Peters and Mr. Treat discussed the idea that the word “consulted” be added. Director Harris noted that the first paragraph should include “partners” and “clarity.” Director Peters noted the board is held responsible for what happens regardless of whether or not they are a part of the process. Director Harris and Peters discussed the best wording of the title of this policy.

Mr. Van Duzer suggested that more time is needed to prepare a BAR. Board members agreed not to move it forward at this time.

### II. Review of the November 15 and December 6 legislative session agendas

## **November 15, 2017**

Changes that will occur: Mr. Van Duzer noted introduction item 1 will come off of the Nov. 15 agenda. Directors moved action item 3 to consent.

Introduction Item review: #5 – Director Peters asked for clarification on the details of this item. The Directors and staff discussed the details of the budget surrounding this item.

Director Harris moved for approval of the agenda as amended. Director Pinkham seconded. The motion passed unanimously.

## **December 6, 2017**

Director Harris and Superintendent Nyland discussed the recognition of schools of distinction. Mr. Van Duzer noted that we have not had any student presentations sign up for this meeting. Director Peters suggested that the beginning of meetings stay a little shorter so that we can make the public testimony start on time. Mr. Van Duzer and Director Peters discussed the policy around starting public testimony at 5:30pm.

Staff noted action item 1 would be removed and moved to January and action items 4, 5, 9, 10, 11, 13 and 14 moved to the consent agenda.

Director Harris moved to approve the agenda as amended. Director Pinkham seconded. The motion passed unanimously.

### **III. Special Attention Items**

#### **1. Employee Health Benefits Contract**

After a brief discussion, Ms. Berge noted that information about this contract would be provided in the Friday Memo.

#### **2. November 28 Swearing-In Ceremony**

Mr. Van Duzer explained this process taking place for this ceremony. The options for swearing in was discussed. Invitations suggestions were discussed by the Directors.

#### **3. Organizational Review/Audit**

Directors and staff members discussed the current status of seeking an outside firm to review the district's organization. Director Peters would like to suggest that we move forward on this item. Director Harris suggested that she would like to close out this year's term with an audit. Director Peters agreed with the importance of doing this.

Director Peters made the following motion: Recognizing the timeliness and previous work conducted by Moss Adams, I move that the committee direct the superintendent to execute a contract with Moss Adams, to the extent permissible by law. Director Pinkham seconded this. This motion passed unanimously.

#### **4. Board Electronic Documents Management**

Mr. Van Duzer explained the current standard for board documents and the need for an electronic document management system.

#### **5. Revised Community Engagement Board Retreat Proposal**

Carri Campbell presented a Revised Community Engagement Board Retreat Proposal, recommending a focus group model. Directors and Carri Campbell discussed the revised community engagement proposal. Director Harris would like to use our in-house resources and suggested that we have a panel in March to discuss what works and what does not. Director Pinkham suggested that we invite some key partners to this building to see the welcoming environments model. Mr. Nate Van Duzer clarified the schedule of the day with these suggestions.

Director Harris moved to approve the changes to the retreat agenda. Director Pinkham seconded this. The motion passed unanimously.

6. Discussion of MOU with City of Seattle regarding Fort Lawton

Director Harris motioned to table this item. Director Pinkham seconded this. This motion passed unanimously.

#### **IV. Board Policies and Procedures**

#### **V. Standing Agenda Items**

1. Community Engagement (Superintendent 2016-17 SMART Goal #4 Update)

Ms. Codd presented on actions taken around internal engagement. Ms. Campbell presented on community engagement training and web editing trainings. Directors and Carri discussed these trainings and community and engagement meetings, highlighting the State of the District and advanced learning engagement. Director Peters inquired about the recommendations given by the HCC advisory committee. The Directors and Ms. Campbell discussed who they have heard feedback from in the community.

Director Harris inquired about a lessons learned and community engagement taskforce. Carri clarified these questions and the information she had received on these areas.

2. Government Relations

Ms. Bennett noted she can give this update on this at a later date. Dr. Nyland gave a quick explanation of what is coming up.

#### **Adjourn**

Director Peters adjourned the meeting at 10:39am.