

Board Special Meeting

Operations Committee

April 20, 2017, 4:30pm

Board Office Conference Room, John Stanford Center

2445 – 3rd Avenue South, Seattle WA 98134



Approved Minutes

Call to Order

This meeting was called to order at 4:31pm by Director Blanford. Director Geary was present, and Director Pinkham joined the meeting at 4:40pm. This meeting was staffed by Associate Superintendent for Facilities and Operations Flip Herndon and Capital Projects Director Richard Best.

The agenda and minutes of the March 16, 2017 meeting were approved.

Standing Agenda Items

Monthly Capital Financial Report, January 2017: Melissa Coan reviewed the summary data for January, noting the current estimated ending fund balance by program of \$6.9 million. She said that everything is going as planned from a financial perspective. There were no questions.

Special Attention Items

District-wide accessibility audit of curricular and supplemental EIT and digital content acquired from third-party vendors: Accessibility Coordinator Michael Miller reviewed the memorandum submitted, noting that this report is a requirement of the Consent Decree. He said of the 103 discreet software programs identified throughout the district, 82 responded to a request for information. Of the total 103 software programs, 26 fully met accessibility guidelines, 20 partially met them, and 57 did not meet accessibility guidelines. Apps in some schools that were developed by individuals did not know what the survey meant. The Department of Technology Services (DoTS) will be making a broader effort to bring schools into compliance and publish and maintain a list for schools to use. For the contract to structure of the web page, there are 55,000 .pdf documents that need to be turned into accessible documents or removed. This will be updated in annual reports to the board.

Board Action Reports (Discussion and/or Action)

Acceptance of gift for the Madrona K-8 project: Gretchen DeDecker briefly described the self-help program and talked about the need for the project at Madrona K-8, which is the smallest playground in the district. She introduced parents and community members who have raised the funds and written the grants. Plans are to start construction of this project this summer; it will go into fall before the work is complete. After answering questions on whether this will interfere with anything the district will be doing there in the future and the surface of the playground, the committee expressed its thanks to the community for the hard work that has gone into this project and moved it forward to the full board with a recommendation for approval.

Acceptance of gift for the Highland Park project: Gretchen introduced parents who have been involved in a two-year fundraising effort that included two Department of Neighborhood grants and some very creative community engagement. Committee members again asked about any future improvement that would interfere with the new playground and asked about traffic moving too fast around the playground. The participants said they would check into accentuating the crosswalk. The committee

members thanked the community for the work on this project and moved it forward to the full board with an enthusiastic recommendation for approval.

Approval of the 2016-19 collective bargaining agreement with King County Building and Construction Trades Council: Stan Damas and Bruce Skowyra reported that the contract being presented has been ratified by the membership. They said conversations have been about tenure with the school district and benefits as opposed to the hot private construction market benefits. They discussed the terms of salary increases over the three-year term of the contract. They asked that the committee recommend intro/action at the same meeting so that the wage increases that are retroactive to September 1st could make the June payroll. Committee members agreed to this as they moved this item forward to the full board with a recommendation for approval.

Approval of the 2017 Summer Feeding Contract with the City of Seattle: Teresa Fields said this is essentially the same contract as last year and provides Nutrition Services staff with work over the summer. There were no questions, and as the contract itself was not attached, the committee moved this forward to the full board for consideration.

Approval of the annual PowerSchool maintenance and support and 1-year agreement for online registration forms license and support: John Krull and Nancy Petersen spoke to the excellent support the vendor has been providing each year after approval of the contract four years ago and requested approval of this item to continue the annual support contract. They continued the discussion with Faauu Manu from Enrollment Services joining them regarding the one-year agreement for online registration forms. PowerSchool has just started providing this service, and staff is very interested in a one-year contract to see how it works, as it will be ADA compliant. Ms. Manu spoke about the lengthy, paper-driven enrollment process and feels strongly that this will reduce the amount of labor due to less re-keing and will be faster and more accurate. The data then follows the student. Ms. Petersen said this is a web application that can be accessed anywhere, and parents would also have the option to go to school or here to complete. Paper applications and three translations are also available at the Stanford Center. In response to committee questions, staff said:

- This application data will work across a family as they enroll new children and will upload pre-populated data for returning students.
- Four computers in the kiosk will help provide support to underserved families that may not have access to computers.
- CPPS is also providing parent training to access on-line enrollment.
- Families will be able to use cell phones.
- It is a subscription service so every year PowerSchool will be able to refresh forms.
- The district hosts the data, which is all encrypted. Archiving will occur according to rules. The information is private, and PowerSchool cannot use the data.

After further discussion, the committee moved this item forward to the full board with a recommendation for approval.

Approval of the contract for purchase of student and staff computers for new BEX IV schools and BTA III projects opening 2017: Nancy Petersen said this action was to provide 16 mobile devices and a stationary cart, a desktop presentation station and a computer work station for the seven schools opening summer 2017. There will be one in each classroom that teachers can share between classes. In response to questions, they noted that:

- New technology has crossed the dedicated power source issue, as laptops now last a full day and can charge overnight.

- Consideration needs to be given to the process the district has to follow regarding surplus of equipment, but there are models around the country where community partners can be used to provide families access to laptops that are at the end of their district lifespan.

After further discussion, the committee moved this item forward to the full board with a recommendation for approval.

Approval of Amendment No. 2 with Saxton Bradley for furniture procurement for schools opening 2017: Richard Best said the district is not increasing the amount of money to be spent on furniture but instead just increasing one of the contracts the board approved in January 2017; they will spend less on other contracts. This action is based on furniture requests by seven schools, and he asked the committee to consider an intro/action on May 3rd so that purchase orders can get in place. By May 15 the district is at 16 weeks to open schools. The committee agreed with the intro/action request and moved this item forward to the full board with a recommendation for approval.

BTA III-BTA IV, Award construction contract for the athletic field improvements at Franklin High School: Richard Best said the bid for this action opened yesterday. It is a similar activity as has been approved for other schools and is also providing similar infrastructure for field lighting. The committee moved this item forward to the full board for consideration.

BEX IV: Resolution 2016/17-20, acceptance of the building commissioning report for the Genesee Hill Elementary School replacement project: Richard Best said this is the final step in the D-11 form which is submitted after the project is complete, providing assurance that the mechanical systems work as they were designed to do. Committee members asked that staff put together an OSPI “D-form” cheat sheet for board members for additional information on the state process. They then moved this item forward to the full board with a recommendation for approval.

BEX IV-BTA IV, Resolution 2016/17-21, Lincoln High School Intent to Construct: The committee moved this item forward to the full board with a recommendation for approval.

BEX IV-BTA IV, Approval of the site specific educational specifications for the Lincoln High School project: Richard Best notes that this board action is coming forward with just an executive summary. There were no questions on the project, and the committee moved this item forwards with a recommendation for approval.

Board Policies and Procedures

Policy 3141, Nonresident Students: Ronald Boy said that the district had shifted to a practice of accepting nonresident students into a particular school, not just the district. Faauu Manu noted this resulted in rejections, hurt feelings, and many appeals, which are futile because of capacity. Mr. Boy said this policy is in compliance with state law and makes clear that nonresident requests are asking to be admitted into the district, and then staff would provide choices for schools. The change benefits the district by allowing staff to manage capacity issues; it also provides clarity around expectations for families. Committee questions included definitions around offense vs. crime as part of a reason for being suspended from the district and access to programs that focus on retrieving students who have dropped out. Staff noted that Seattle colleges and the district’s Interagency program provide access. Committee members asked that cross-references be updated and then moved this item forward to the full board for consideration.

Adjourn: This meeting adjourned at 5:50pm.