

Board Special Meeting Operations Committee

June 6, 2019 4:30pm

Board Office Conference Room, John Stanford Center
2445 – 3rd Avenue South, Seattle WA 98134



Minutes

Call to order: Director Eden Mack called the meeting to order at 4:35. Director Patu was present. Director DeWolf participated by phone. The meeting was staffed by Chief Operations Officer Fred Podesta.

Director Mack proposed three changes. The BARs for Policies 6900 and 6901 were struck from the agenda. The presentation of the BAR for Policy 3143 was changed to Mr. Podesta, as Interim Chief Counsel Ronald Boy was called into a mediation session. Mr. Boy planned to join the committee meeting at 6:00 to answer any questions about Policy 3143. The BEX V Implementation Planning was added to the agenda as the first Special Attention Item. This concluded the changes to the agenda. Director DeWolf made a motion to accept the agenda as amended. Director Patu seconded and the motion passed unanimously. (Mack, DeWolf, Patu)

The minutes were confirmed complete by the committee. Director Patu made a motion to accept them. Director DeWolf seconded and the motion passed unanimously. (Mack, DeWolf, Patu)

2019 Committee Work Plan and Facility Capital Projects BAR Management Schedule:

Director Mack confirmed that the workplan entry for June was accurate. She listed the following updates to the workplan for future meetings:

- Correct the date for the August meeting to 8/15/19
- Add BARs for policies 6900 and 6901 to the August meeting
- Add the BAR for the Surveillance Cameras policy to the August meeting, unless it's not ready, then include it as a Special Attention Item
- Rename the Special Attention Item about Business Continuity and Emergency Management as Emergency and Safety Procedures Review and include the participation of the new Emergency Planner
- Reschedule the Trades CBA to the October meeting
- Strike Transportation Contracts from the August meeting
- Move the BAR for the new Advisory Committee from Special Attention Items to BARs
- Rescheduled the Student Assignment Transition Plan (SATP) to the October meeting so that it corresponds with Board Meetings and will be voted on by the current Board Directors
- Add an August Board Work Session on the SATP and Boundaries as Part II of the June 5th Work Session on this topic

Director Mack explained that it was important to discuss the workplan in committee to allow for committee input and transparency.

Director Patu made a motion to accept the changes to the workplan. Director DeWolf seconded and the motion passed unanimously. (Mack, DeWolf, Patu)

Capital Financial Budget Report

Capital Projects Financial Manager Melissa Coan referred to the March 2019 monthly financial report. She highlighted the status of each program's funds.

Ms. Coan defined the term "underspend" for the committee. An underspend is truly available for other projects when the budgeted project has been closed out. A fiscal year is a snapshot of a multi-year project's current funds. An underspend identified in a fiscal year, may already be encumbered for future work planned for following years.

Ms. Coan reminded the committee that technology expenditures come in the form of budget transfers at the end of the fiscal year, and will appear in reports as a spike in expenditures. She confirmed that these are Capital Levy dollars. She clarified that, according to an RCW, technology expenditures are initially charged to the General Fund, then, at the end of the year, Capital transfers funds into the General Fund to cover the charges.

Director Mack noted that there was a recent disagreement between the district's Chief Financial Officer and the Auditor regarding which funds belong to the General Fund versus Capital Projects. Per Director Mack, a question remains.

Ms. Coan explained for the committee that if funds are remaining in the Capital budget those dollars remain with Capital Projects. This is in accordance with Seattle Public Schools (SPS) Board policies and government accounting rules.

Community Engagement

Chief Operations Officer Fred Podesta referred to the back page of the agenda, where community meetings are listed. He highlighted that the ribbon cutting ceremonies for new schools had been added to the list. Director Mack requested that Enrollment and Boundaries meetings continue to be included in the list.

Design Modification\Construction Change Order:

Director of Capital Projects Richard Best confirmed that he met with Director Geary on May 17, 2019 to review four change orders. Three change orders incurred costs. The fourth change order revised the substantial completion date for Ingraham High School to August 2, 2019, due to inclement weather during the project.

Director Mack requested that Capital Projects share the review document bearing Director Geary's signature going forward.

Policy 3143 District Notification of Juvenile Offenders

Mr. Podesta introduced the policy by highlighting that the content and intention of the policy was the same while the language was more clear and the information had been sequenced differently. The process remains that DSHS notifies the School board and principals notify teachers.

Director Mack requested greater clarity for the new language regarding sex offenders attending different schools from victims and victims' siblings. The matter was tabled until Interim General Counsel Ronald Boy could join the meeting at 6:00 p.m.

BTA IV: Resolution 2018/19-27, Final Acceptance of Contract K5075 with Lincoln Construction for the Roxhill Elementary at EC Hughes Modernization Project

Mr. Best reported that the project was complete and the building was occupied in Fall 2019. He confirmed that there were no changes to the school's boundaries.

Director Patu made a motion to advance the BAR for approval. Director Mack seconded and the motion passed unanimously. (Mack, DeWolf, Patu)

BEX V Implementation Plan

Mr. Best referred to a brief PowerPoint presentation focused on schools opening in Fall 2019.

He summarized the types of information needed to draft the Implementation Plan and sequence the projects with cash flow and levies collection. He highlighted that Capital Projects staff are working closely with Deborah Northern, in the Department of Racial Equity and Advancement (DREA), for support developing the Community Outreach Plan for the BEX V projects.

Director Mack requested that information around boundaries and student assignment be included in the planning in order to plan for student assignments and boundaries changes.

Mr. Best referred to the implementation of technology in BEX V. He acknowledged that the plan was in accordance with the 2019-2023 Technology Plan, as drafted by Chief Information Officer John Krull. Mr. Best confirmed that the Plan had been presented to Capital Projects to ensure that purchasing was appropriate for the schools on the levy.

Director Mack expressed concern that the Technology Plan has not been presented to the full Board nor had it received any input from the Operations Committee. She requested additional discussion and transparency regarding the plan's development and implementation.

Director Patu requested details about where the technology is being distributed and who will benefit from it. Director Mack added her concerns regarding the equitable distribution of technology, in particular, that the current plan indicates specific schools whereas she would prefer that the implementation be district-wide for students who need a 1:1 ratio.

Mr. Best acknowledged that additional details can be requested from Mr. Krull before the final BEX V Implementation Plan is presented to the School Board. He outlined the sequence of events as first, the Implementation Plan will go to the BEX/BTA Oversight Committee for review and revisions, then a Work Session with the Board would be appropriate, finally, the BEX/BTA Oversight Committee has recommended that the Implementation Plan be approved by the Board.

Director Mack requested that a Work Session be added to the Operations Committee Workplan. Mr. Best committee to coordinating that with the input of the BEX/BTA Oversight Committee at its September meeting.

Mr. Best reported that minor revisions were being made to the Elementary School and High School Education Specification with attention to the new Strategic Plan, Policy 0030 Racial Equity, and Special Education. Plus, new space allocation were being planned for supporting the McKinney-Vento program s to meet the needs of homeless students, such as laundry facilities on-site at new school buildings.

Mr. Best conveyed that a meeting coming up on July 12 would be a presentation and discussion of the new Strategic Plan and its goals with the architects for the BEX V projects. Deborah Northern would also be participating in this event, with attention to the SDAT process, and the inclusion of voices not typically heard in these meetings.

Mr. Best concluded his remarks by confirming that Capital Projects had heard the Board's call to accelerate the Rainier Beach High School project and was exploring how to meet that request with no ill effects to the work.

School Traffic Safety Committee

MaryEllen Russell and Margaret McCauley delivered a presentation of the 2019 Annual Report of the Seattle School Traffic Safety Committee. This is a city commissioned committee which includes representation from Seattle Department of Transportation, Seattle Public Schools, King County Metro, and the Seattle Police Department. The report was provided to the Operations Committee as a handout and shared as a PowerPoint deck.

The committee reviews and refines walk zones for SPS students, and identifies missing sidewalks near schools, and other threats to student safety while walking to school. They also campaign for budget changes with the state to increase funding for safety measures, such as adding crossing guards throughout the district.

Director Mack raised the suggestion of transferring the responsibility for crossing guards back to the Seattle Police Department, where it originated. SPS Risk Manager Richard Staudt explained one of the challenges with that proposal has been that the police department screens crossing guards the same way that it screens all police employees, a process which can take six to nine months. He added that current Washington state laws dictate that school districts insure the crossing guards. There may be ways to resolve these issues, but they will take time.

Ms. McCauley concluded her remarks by referring to the Traffic Safety Committee's asks, highlighted in the report and on the final slide of the presentation. She explained that while it is not safe for students to walk to school, families drive their students, which exacerbates the safety issues for walkers. However, she asserted that if changes are made so that it is safer to walk, then more students will do so.

Board Policy and Procedure 6896 and 6896BP Drinking Water Quality and Access

Mr. Staudt referred to a memo he provided to the committee regarding the beginnings of the SPS Drinking Water Quality Program and potential changes.

Director Mack highlighted the issue of communication and how current signage about restroom tap water raises concerns about the safety of the water and of students. Mr. Staudt clarified that those signs are in response to potential contamination of sink water from toileting, not about the safety or the water itself. Mr. Podesta summarized the issues as - the policy mandates signage but the signs could be less alarming and more informative about the reasons to avoid drinking the water.

Director Mack requested a review of the Board policy with attention to the signage to make it less frightening and more accurate. Mr. Staudt recommended not changing the Board procedures if the goal is focused on improving the explanation in the signs. Director Mack concluded her remarks by reverting the issue of policy revision to staff and reiterated that her concern is the signage.

P-3 Pathway and Capacity Analysis Status Update

Mr. Podesta delivered a PowerPoint presentation conveying initial concepts of how to support the focus of the district's new strategic plan (third grade students reading at level, with special attention to African American males) with capacity planning.

He reported that SPS capacity planners, which includes both Enrollment and Capital Projects staff, are identifying the seats available, estimating the number of incoming students, and calculating the investments needed to seat these students. He noted that the preschool program isn't completely defined

at this time, with attention to the ages served and the number of years enrolled. The question remains, does the district have the facilities to serve these students?

Director Mack recommended bringing in external resources to conduct a comprehensive enrollment analysis. Mr. Podesta agreed that the district needs new ways to forecast incoming preschoolers. With that information, SPS can better assess the availability of space and making the spaces appropriate. While SPS has a capacity planning process for K-3, preschool remains a gap. It must be resolved if the district is going to strengthen its preschool program and set students up for success by third grade.

Nutrition Services Update

Director of Nutrition Services Aaron Smith delivered a PowerPoint presentation of his recent work in the district and his objectives for the future. He reported that in his first 90 days with the SPS he had visited 50 out of 118 sites and worked in seven of them. He conducted community meetings with local organizations and student groups. He identified data and solvable issues ranging from the quality and experience of the food, to the department's new vision statement, and its place in the administration. Mr. Smith also articulated objectives and steps for the Nutrition Services program and staff in his first year, including training in food handling and customer service. He also highlighted customizing the menus per area of the district, including culturally specific meals and information about the culture a dish comes from.

Mr. Smith conveyed that there are ways to incorporate school gardens in food service. He reported that school gardens start with pilot programs, such as the one at Rainier Beach High School. Mr. Podesta added that the district can identify the garden not as landscaping but as part of the facility. He commented that, currently, nutrition services is treated as a program separate from the school, but there is opportunity to include it as a place for learning about food and nutrition. SPS can be more strategic about nutrition services at our schools.

Director Mack inquired about food allergies. She referred to Children's Hospital and their robust system around food and ingredients. Mr. Smith indicated that the district will be upgrading technology to highlight allergy elements.

Revisited Policy 3143

Interim General Counsel Ronald Boy joined the meeting at 6:00 p.m. Director Mack inquired about the language mandating that offenders not be enrolled in the same school as victims and their siblings. She highlighted that the comma seemed to qualify only students in the Juvenile Rehabilitation Administration (JRA), and not students outside that program. Mr. Boy agreed to remove the language about JRA. The new sentence will read: "juvenile sex offenders will not be allowed to enroll in the same school as their victim or victim's siblings."

Director Patu made a motion to advance the BAR to the Board for consideration with the revised sentence. Director Mack seconded and the motion passed unanimously. (Mack, Patu)

Enrollment, Capacity, and Facilities Planning Advisory Committee – Revised Charter

Director Mack requested additional feedback on the draft charter. The committee and staff agreed to the current version. Director Patu made a motion for a BAR for the advisory committee be advanced to the Board for consideration with Introduction at the June 26, 2019 Board meeting and Action to follow at the July 10, 2019 meeting. Director Mack seconded and the motion passed unanimously. (Mack, Patu)

Director Mack adjourned the meeting at 6:56 p.m.

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