

Board Special Meeting
Operations Committee
November 5, 2020, 4:30 PM
Meeting held remotely



Minutes

Call to Order

1. This meeting was called to order at 4:30 PM. Directors Mack, DeWolf, Hersey, Rankin, Rivera-Smith, participated with Microsoft Teams or by phone. This meeting was staffed by COO Fred Podesta, Director of Capital Projects and Planning Richard Best, Capital Finance Manager Melissa Coan, Real Estate Supervisor Lewis Carlson, Emergency Management Specialist Benjamin Coulter, Student Support Services Supervisor Erin Romanuk, Senior General Counsel Ronald Boy and K-12 Planning Manager Becky Asencio.

Director Mack noted that the meeting was being held remotely consistent with the Governor's proclamations prohibiting the meeting from being held in person due to COVID-19. Director Mack noted that the public had been provided remote access through Microsoft Teams and teleconference.

2. Approval of agenda

Director Mack proposed an amendment to the agenda. Director Rivera-Smith made a motion to move Special Attention Items one and two earlier in the meeting to follow the Standing Agenda Items to accommodate Director DeWolf's schedule. Mr. Podesta noted that consultants were scheduled to join at 5:15 PM asked to make the adjustment to support their participation, too. DeWolf confirmed that met his needs.

Director Rankin moved to approve the agenda as amended. Director Hersey seconded. This motion passed unanimously.

3. Approval of meeting minutes

Director Rankin made a motion to approve the October 8, 2020 meeting minutes. Director Hersey seconded. This motion passed unanimously. Director Hersey abstained from the vote as he did not attend the October meeting.

Standing Agenda Items

1. 2020 Committee Work Plan and Facility Capital Projects BAR Management Schedule

Director Mack advised the committee that the 2021 Operations Committee Workplan would be presented to the committee at the December meeting.

2. Capital Financial Budget Report

Ms. Coan reported on the Capital Projects budget through August 31, 2020. Directors and staff discussed how contingency funds may be allocated. Ms. Coan clarified that remaining funds in the 2020 budget were related to multi-year projects.

3. Capital and Operations Community Engagement

Mr. Podesta referred to the schedule of Board committee meetings and Capital Projects community meetings listed at the end of the agenda. Director Mack requested that the December 9 Work Session be added to the list and that staff add any meetings hosted by Enrollment Planning.

4. Design Modification/Construction Change Order Review

Mr. Best referred to the Change Order log from the 10/15 meeting, which included standard orders and Covid-19 specific changes. Director Rivera-Smith requested including the complete Change Order materials, unless the packet is greater than 15 pages.

Board Action Reports (Discussion and/or Action)

1. Approval of Management and Operations Agreement for Memorial Stadium Parking Lot

Mr. Carlson presented a contract renewal for management of the commercial parking lot adjacent to Memorial Stadium. Director Mack requested that the actual contract be presented to the Board at Introduction, not the sample that came to the Operations Committee.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval with the replacement of the sample contract with the actual contract. Director Hersey seconded. This motion passed unanimously.

Special Attention Items

1. Green Resolution Update

Mr. Best provided background on Green Resolution of 2012, which pertains to the design of district's new buildings. Mr. Best conveyed that McLennan Design firm was working with the district to analyze its carbon footprint and make recommendations for carbon sequestration and regenerative design. Directors and staff discussed how the Board can support these efforts and engage their communities. The Resource Conservation Team requested support developing dashboards and a communication plan to share successes and goals with the public.

2. Clean Energy Resolution (DeWolf/Rivera-Smith)

Director DeWolf provided background on the drafting of a new Clean Energy Resolution, which addresses climate via the School Board to advance the district's environmental goals by reducing its greenhouse gas emissions. Director Rivera-Smith highlighted that the resolution centered on equity and the communities most impacted by the climate crisis. Director DeWolf advised the committee that community members who collaborated on the resolution would be inviting Board Directors to meet and talk about the work. Director Mack requested that the draft resolution be shared with the Resource Conservation managers and Capital Projects staff to verify alignment before the resolution is presented to the Board.

Director DeWolf left the meeting at 5:54 PM.

Board Action Reports (continued)

2. BEX V, Distressed School Grant: Award Contracts K1372, P1797, P1798 and P1796 to Building Envelope Technology & Research, Inc. (BET&R) for technical consultation services during design and on-site construction observation of the building envelope (exterior cladding systems) and roofing systems for the Coe Elementary Classroom Addition, Leschi Elementary Classroom Addition, James Madison Middle School Classroom Addition and Van Asselt Classroom and Gymnasium Addition projects

Mr. Best presented background on the work that BET&R performs by referencing a previous BAR for similar work conducted at different sites in the district. He highlighted that BET&R services help prevent problems, like those discovered in the roofing system at Rising Star.

Director Hersey made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

3. Distressed School Grant Award Architectural & Engineering Contract P1717 to Thomas Cook Fitzgerald Architecture (TCF) for the Leschi Elementary School Four Classroom Addition project

Mr. Best provided background on the project and highlighted that the work reclaims pre-K spaces, in the building. Director Mack requested a Special Attention Item be scheduled to review the Distressed School Grants received in recent years. She also asked for coordination of the Distressed School Grants requests with the district's legislative requests. Mr. Best committed to providing the Distressed School Grants information in a Friday Memo to the Board.

Director Hersey made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

4. BEX V: Resolution 2020/21-12 Racial Imbalance Analysis for Rainier Beach High School Replacement project

Senior Project Manager Mike Skutack provided background on the analysis and confirmed that the new construction would not aggravate racial imbalance at Rainier Beach High School.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Hersey seconded. This motion passed unanimously.

5. BEX V: Award Architectural & Engineering Contract P1776 to Mahlum Architects for the Lincoln High School Phase 2 project

Mr. Best provided background on the project and confirmed that the contract was for design work only.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Hersey seconded. This motion passed unanimously.

6. BEX V: Resolution 2020/21-15: Approval of General Contractor/Construction Manager (GC/CM) Delivery Method and Award General Contractor/Construction Manager (GC/CM) Contract P5153 to Lydig Construction, Inc., for the Lincoln High School Phase 2 project

Mr. Best explained that this BAR added the construction contractor to the Lincoln High School Phase 2 project for pre-construction services. He committed to providing the bid tabulation to Director Rivera-Smith, as it was absent from the meeting materials.

Director Hersey made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

7. BTA IV: Final Acceptance of Contract K5102 with King County Directors' Association (KCDA) and Musco Sports Lighting, LLC, for the Athletic Field Lighting at Robert Eagle Staff Middle School project

Mr. Best reminded the committee of the change in start times made in 2015 and the district's corresponding commitment to provide field lighting to ensure access to fields later in the day.

8. BEX IV & BTA IV: Final Acceptance of Contract K5108 with Western Ventures Construction for the JSCEE Freezer Upgrade project

Mr. Best provided background on the freezer and the work completed by Western Ventures.

Director Hersey made a motion to move BARs seven and eight forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

Special Attention Items (continued)

3. Update on Health and Emergency Management with Remote Learning and Covid-19

Mr. Podesta provided an update on the district's Emergency Response planning given that school is largely remote, right now, and the implications for district operations in responding to events such as inclement weather, confirmed Covid-19 case, power outage, or other technology failure. Directors and staff discussed how to treat "snow days" and how the Emergency Response planning was communicated to school buildings.

4. Threat Assessment Policies: Revisions Status

Mr. Boy provided background on the policy drafts and highlighted the work to reexamine and amend the resolution about the district's commitment to African American students. Ms. Romanuk clarified the work to assess and support students who have made a threat of harm and the state's direction for a supportive process, which is restorative and provides the student with comprehensive support. She highlighted that while the policy hasn't been adopted yet, the process is in practice at the schools.

Director Hersey left the meeting at 6:40 PM.

Directors and staff discussed which Board Committee ought to work on these policies and procedures. They agreed to move it into Student Services, Curriculum, and Instruction, which keeps it with the work on discipline, isolation and restraint, and mental health. Director Mack requested that the policy about threat to students posed by adults be referenced briefly in the Threat Assessment policy.

5. Proposed Property Exchanges

Ms. Asencio provided background on the proposed property exchange between Seattle Public Schools and the City of Seattle Parks department at West Seattle, where lot boundary adjustment was not filed completely in 1987 and deeds were not exchanged between the two entities. A property exchange now would correct that error.

6. BEX/BTA Oversight Committee Membership

Mr. Podesta referred to memo and roster of the BEX/BTA Oversight Committee in the meeting materials, which provided background on the committee's current composition and next steps for seats with expired terms.

7. Policy 1010 Capital Projects Semi-Annual Report (written update only)

Director Mack noted that the report was provided in the Committee packet as a written update. Mr. Best reminded the committee that a robust report is delivered to the School Board in the spring.

Adjourn

This meeting adjourned at 7:17PM

Minutes submitted by:

The Office of Chief Operations Officer Fred Podesta