

# Board Special Meeting

## Operations Committee

September 7, 2017

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



### Approved Minutes

#### Call to Order

1. Director Blanford called the meeting to order at 4:33pm. Directors Geary and Pinkham were also in attendance. This meeting was staffed by Associate Superintendent Flip Herndon, Assistant Superintendent Pegi McEvoy, and Director of Capital Projects Richard Best.
2. The agenda and minutes from the August 23<sup>rd</sup> Operations Committee meeting were approved.

#### Monthly Capital Financial Report – May, June 2017

Richard Best reviewed the reports for May and June 2017. He said with the significant summer work, committee members will see change to the fund balances for BEX and BTA IV. They are working to close out some of the other funds as well.

Discussion followed about levy funds are used for the maintenance backlog as well as how BTA money is being used for what was not in the original plan (the Lincoln project was cited). Richard Best and Bruce Skowrya said the backlog has been a focus for the past six years and has been significantly reduced during that time. They described the process where the backlog projects are prioritized each levy cycle: The Meng Analysis report is used to identify the needs, and then the Maintenance leadership use the work management system to provide information on work performed. The list is then reviewed against future plans for future major renovation/BEX size projects so that money is directed to buildings not in line for a major project. Priorities then are established based on life safety, conditions that have consequential damages, and other. Staff and committee members noted again that the dollar amount has been significantly reduced; Bruce Skowrya reported that the district has one of the best backlog modifications in the country. They said that any carryover from BTA IV will be brought to the board to provide guidance on where it should be spent and that backlog lists for levies are approved by the board. Committee members asked that an update be provided to the full board.

#### Board Action Reports (Discussion and/or Action)

##### Final acceptance of the seismic, green energy, and re-roofing for Adams Elementary School:

Richard Best said this project was completed in the fall of 2015. Change orders amounted to 12%, which is higher than normal. A large boulder, unforeseen framing, doing a 30-year roof (as opposed to a 20-year one) and an extension of the playground caused the additional overage. Director Geary asked that some historical information be provided on projects like this when contracts are awarded, i.e., when the roof was last done, and accumulating all change orders for final acceptance. The committee then moved this item forward with the amended paragraph to the full board with a recommendation for approval.

Elevator maintenance and repair contract extension: Bruce Skowrya said this contract is through the State of Washington contract. It has gone up because of the number of new buildings in the district. This will extend the current contract with the vendor for one year through State of Washington contract. The contract has gone up around 16% because of the number of new buildings. In response to questions, he

said that there is no volume discount because the district has never been able to do better than the state pricing, that it was extended because the state is extending it a year. The committee asked that the board action report indicate the number of additional equipment serviced be shown to demonstrate how the district is watching expenses and then moved this item forward to the full board with a recommendation for approval.

**Approval of a small parcel sale at the Stanford Center for the South Lander Street grade separation right of way:**

Bruce Skowyra said this small portion of land will result in the loss of one parking spot and is necessary to provide the right of way for truck deliveries during the construction project. The committee moved this item forward to the full board with a recommendation for approval.

**Board Policies and Procedures**

**Amending board policy No. 3432, Emergencies:** Pegi McEvoy said the amendments regarding how and when schools do emergency drills align with new rules from the State Legislature. It requires monthly drills while school is in session, including summer, but gives schools flexibility on the type of drill, reducing the number of drills mandated for lockdowns, and increasing the amount of content expected for student learning. Director Geary was concerned about events that may potentially trigger a traumatic event of some kind for students. Pegi agreed to work on some language with Director Geary, and the committee moved this item forward to the full board for consideration.

**Special Attention Items**

**Update on the recommended contract award for new Career and Collee Readiness software:** Nancy Petersen said this action originally came to the committee in June but did not have a final recommendation due to the large range of cost from prospective vendors. The current contract recommendation was selected due to the mature and complete implementation plan. The software does interact with PowerSchool. Counselors would have time the first year to pilot and become early adopters; the full implementation would be in year 2. Teachers and students would have access the first year, and parent training and access would be added the next year. Money from BTA IV community engagement would support the tools for implementation and ongoing support. Committee members specifically requested that information on student data privacy be included and presented on introduction. Nancy said they had checked to make sure the district owns the data and that any future bankruptcy would not supersede that ownership.

**Adjourn**

This meeting adjourned at 5:21pm.