

# Board Special Meeting

## Executive Committee

December 14, 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

8:30 am

#### 1. Roll Call

This meeting was called to order by Director Harris at 8:34am.

Directors Geary and Harris were present. Director Burke joined the meeting at 8:50am.

The meeting was staffed by Director of Policy of Board Relations, Nate Van Duzer, General Counsel Noel Treat, Deputy Superintendent, Stephen Nielsen, Assistant Superintendent of Operations Pegi McEvoy, Associate Superintendent of Capital, Facilities & Enrollment Flip Herndon, and Associate Superintendent Michael Tolley, Chief Engagement Officer Carri Campbell, and Assistant Superintendent of Business and Finance JoLynn Berge.

Tom Krippaehne from Moss Adams was also in attendance.

#### 2. Approval of agenda

Mr. Nielson asked that “Proposed Property Sale” be added under section three of the Executive Committee agenda. There was no objection to the amended agenda.

#### 3. Approval of November 9, 2017 Executive Committee meeting minutes

The meeting minutes were not approved at this meeting. Directors asked that Director Pinkham get a chance to review the minutes and bring them to the next meeting.

#### 4. Approval of November 6, 2017 Audit and Finance Committee meeting minutes

Director Harris stated that the board would hold on the approval of these minutes until Director Burke arrived.

Referring back to the agenda, Director Harris inquired about having discussions with labor unions on the agenda. There was consensus from to continue the cycle on including these discussions on the agenda.

### I. Board Action Items

### II. Review of the January 3, 2018 legislative session agenda

Mr. Van Duzer gave an overview of the agenda, pointing out the different key items that have come out of committee.

Director Harris inquired about the personnel report and the need for briefings on this matter for proper preparation. Staff discussed this with Director Harris, including giving some historical context as to how

these issues are typically handled. Directors and staff discussed the options of meeting to communicate these matters.

Mr. Van Duzer gave an overview of the January introduction items. Staff weighed in on the items as needed to give more insight. Mr. Nielsen provided an overview of how staff would like to introduce the high school boundaries item. Directors and staff discussed this. Dr. Herndon gave a review of some of the other introduction items in regard to the amount of time they may take the board to discuss. Directors and staff continued to discuss how to order the items to be sensitive to the time of staff and guests.

Director Burke joined the meeting at 8:50am.

Director Geary suggested that we move up the Yearbook introduction item on the agenda. Item 8 will move above item 4. Director Harris suggested 45 minutes be designated for the High School Boundaries discussion and that an additional work session will come on January 10<sup>th</sup> to show the public there is a process for proper discussion of the item.

Director Geary motioned to approve the agenda. Director Burke seconded. All approved.

#### A&F Minutes (revisited)

Director Burke moved to approve the minutes. Director Harris seconded. Directors Burke and Harris approved; Director Geary abstained.

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

#### 1. Organization Audit Update (5 min)

Mr. Nielsen gave a quick update on the organization audit and introduced Mr. Krippaehne to the board. Mr. Krippaehne gave an update on the audit study, discussing the scope issues and the process standards of the study.

Director Harris asked about the current budget. Mr. Krippaehne clarified that the budget is \$175,000. Director Harris inquired about the audit contract end date being moved to August. Mr. Nielsen clarified that the report is expected to be ready at the end of May/ early June, but the contract is extended to allow for follow-up discussion

Directors and Mr. Krippaehne discussed the goals of the audit and the role Moss Adams will play. They noted that the board will be informed of the fiscal details to come.

#### Purchase of 18 Acre Parcel located at 13001 MLK Jr. Way S.

Mr. Treat started the conversation with an overview of the proposed acquisition of property on MLK Way S. Director Harris asked where the funds for this purchase would come from. Staff clarified that funds can come from two sources: CEP (Capital Eligible Program) funds or the BTA IV budget for property acquisition. Staff and the board discussed the process of moving forward with the acquisition of this property. Mr. Nielsen clarified that there will likely be additional costs for mitigation after purchase. Staff and Directors discussed the potential use and details of this property.

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

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

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

Ms. Campbell gave an overview of Community Engagement. She announced that attendance has been great for community engagement trainings and she will continue to run trainings. Ms. Campbell gave an update of their communication efforts. Board Directors and Ms. Campbell discussed some of their communication options with their enterprise contract with ThoughtExchange.

## 2. Government Relations

Mr. Nielsen gave an update on government relations matters. He noted John Krull will be attending a meeting tomorrow regarding net neutrality and that Zachary Carstensen, from Congresswoman Jayapal's staff, will be reaching out to the board members to get to know them. Mr. Nielsen explained the potential outcomes of the passing of net neutrality deregulation and what the school district could do in this situation.

Mr. Nielsen gave an update on when he will be meeting with the state legislative delegation on January 5<sup>th</sup>. Mr. Nielsen and the Directors discussed the opportunities and challenges that may arise in these delegation meetings and how to have maximum impact in lobbying efforts.

Ms. Berge announced the Governor's budget is being released later in the day.

Directors Harris and Geary offered to sit down with county council representatives. Directors and staff discussed meeting with those representatives.

Director Burke inquired about the State Career connected grant. Mr. Nielsen responded that he will follow up on this.

Ms. Berge discussed the request for a small RFP for providing information to the community about upcoming capital and operating levies. Staff and directors discussed the options around this topic.

## 3. Board Calendar/Work Plan

### 4. Executive Committee Work Plan

Mr. Van Duzer gave quick update on committee work plan development for the coming year. Director Harris asked for the Board to see all of the work plans so that they can achieve coherence. Director Burke asked for more work sessions so that the board meetings do not have to become work meetings. Staff and Board Directors discussed how to make Board business flow more efficiently through committees and the Full Board.

The directors agreed to meet in order to determine process improvements. Directors also expressed the need to discuss Executive Committee meeting times.

## 5. Board 2017 Goals Update

Mr. Van Duzer stated that he obtained the information needed from the work session the night before and will talk with directors individually to follow up.

## 6. Annual Reports Status List

Mr. Van Duzer stated that there is nothing to report here.

**Adjourn**

Director Burke motioned to adjourn at 10:12am. Director Harris seconded. All were in favor.