

Board Special Meeting

Work Sessions: Capital Programs Semi-Annual Report; Annual Enrollment Report and Capacity Evaluation

May 5, 2020, 4:30 – 7:30 p.m.

Meeting held remotely



Minutes

Call to Order

Director Mack called the meeting to order at 4:30 p.m. Directors DeWolf, Hampson, Harris, Hersey, Rankin, Rivera-Smith, participated with Microsoft Teams or by phone.

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

Work Session: Capital Programs Semi-Annual Report

This work session was staffed by Superintendent Juneau and Director of Capital Projects and Planning Richard Best.

Director Harris asked Mr. Best if he had any concerns about the projects completed in 2019 or anticipated any issues that could emerge later. Mr. Best explained that the projects are being closed-out and he is not concerned about them. He noted that there are current and pending projects that will be impacted by Covid-19, which he is concerned about. He will highlight those projects and their potential issues later in the presentation.

Director Mack requested clarification on the timeframe of the report. Mr. Best confirmed that the report referred to project work performed in calendar year 2019. Director Mack reminded the meeting attendees that the full report was posted on the District's website.

Director Mack referred to the delays at the Webster Elementary School project and asked if another interim site had been considered for Licton Springs K-8, such as John Marshall. Mr. Best explained that John Marshall is fully occupied for the 2020-21 school year by West Woodland Elementary School and Middle College. He clarified that the only available interim site is Schmitz Park in West Seattle, however the closure of the West Seattle Bridge makes that site unfeasible.

Director Mack requested clarification on which of the Summer 2019 projects were not completed on time. Mr. Best explained that Van Asselt at African American Academy (the name of the school changed Fall 2019 to Rising Star Elementary School) Roof Replacement was delayed due to unforeseen extensive corrosion of the metal deck. Mr. Best also noted that several projects were planned to continue in Summer 2020, including the seismic improvements at Broadview Thomson K-8 and the window replacement at Franklin High School. Projects that were in the planning phase in 2019 and were to constructed during the summer of 2020 however have been delayed to summer of 2021 due to supply chain concerns related to the Corona virus include: HVAC improvements at Lafayette

Elementary School, and synthetic turf and field light improvements at Madison Middle School, and seismic improvements at McClure Middle School..

Director Harris requested confirmation that the project at Washington Middle School was being coordinated with the District's partners at Technology Access Foundation (TAF). Mr. Best confirmed that there is a Project Manager working with TAF to ensure that the program's facilities needs are met. For example, he noted that electrical power is being added to the building and floor finishes are being updated for a robotics lab.

Director Mack informed the meeting attendees that Schematic Design presentation for each of the new major projects are available at the Board Office.

This meeting recessed at 5:32 p.m. This meeting reconvened at 5:33 p.m.

Work Session: Annual Enrollment Report and Capacity Evaluation

Director Mack called the meeting back to order at 5:33 p.m. Directors DeWolf, Hampson, Harris, Hersey, Rankin, Rivera-Smith, participated with Microsoft Teams or by phone.

This work session was staffed by Superintendent Juneau, Director of Enrollment Planning Ashley Davies, K-12 Planning Coordinator Becky Asencio.

Director Mack requested the status of the annual enrollment report. Ms. Davies conveyed that it is in final proofing and will be uploaded within the next two weeks.

Director Hampson requested clarity on the decrease of students in some grades and the increase in others. Ms. Davies explained that Seattle's birth to Kindergarten rate has decreased in recent years, resulting in a decrease of students entering the District in Kindergarten. Similarly, the increase in the upper grades reflects past Kindergarten cohorts, which were larger, cycling through the grades.

Director Hampson followed up asking about the large number of students who are still unassigned to a school at this point in the process. Ms. Davies explained that the District's choice process gives most students the opportunity to apply to any school, including neighborhood schools that are already over capacity and Option schools, which have a fixed number of seats. She referred to the data spreadsheet and highlighted the column detailing the number of students assigned to the waitlist if the school is overcapacity. She noted that this data was added to the spreadsheet in response to questions posed by last year's School Board. She also conveyed that students are not assigned to a school when it has reached its staffing capacity.

Director Harris asked if a Board policy informs the District's action regarding capacity, student assignment, and avoiding changes or harm to neighboring schools. Ms. Davies verified that there is not a policy addressing that matter, other than the term "space available." She relayed that this term has been identified as needing clear definition as either staffing capacity or physical space in the building. Director Harris suggested that the definition of "space available" be referred to the Capacity, Enrollment, and Facilities Master Planning (CEAFMP) advisory committee for discussion.

Director Harris posed a question to Chief Legal Counsel Greg Narver, referring to a Supreme Court case that prohibited the use of race as the sole factor in student assignment. She inquired about how to

address the needs of students furthest from educational justice while honoring this law. Mr. Narver committed to researching the case for more complete information.

Director Harris added a suggestion of marketing Option Schools more broadly and specifically to the communities that are not currently represented in the student population.

Director Hersey expressed concerned about the transience he's experiencing in his classrooms. He cited phones cut off and mail coming back to the district from student addresses, since the advent of Covid-19. He asked if Enrollment Planning had conducted any modeling to anticipate the impact of the pandemic and account for students in transient living situations. He added if that modeling is not happening, how could the District start that work.

Ms. Davies replied that the data shared at this session does not reflect that modeling. She continued by noting that this is when staff are collecting questions and anticipating potential impacts. She added that this phase includes communication and learning about what families need and identifying which families are not being heard from. Ms. Davies explained that there is no data now, but that more information would emerge in the fall. Director Hersey suggested connecting with other districts about how they support families, learning where families are moving, and developing ways to supply resources that go with the families.

Director Rankin asked about ways to collect information before the fall, such as employing an exit poll.

Director Rankin continued by noting the difference between staffing capacity and building capacity. She stated that the District has more Option Schools and choices in more affluent areas of the city. She asked how that relates to the balancing of staffing capacity and building capacity. She asked if any seats are left empty at Option Schools.

Director Rankin expressed concern about the program placement method in Special Education, such that students are not assigned to schools near their homes. She asserted that the means of balancing capacity throughout the District ought to include Special Education.

Ms. Davies explained that there is significant complexity to the processes and relationships between enrollment, staffing, physical capacity, and waitlists. She acknowledged the fact that hundreds of students remain at a school furthest from educational justice, and only a few students move to other programs. She noted the need to maintain enrollment at a school in this situation to maintain the staffing capacity there.

Director Rankin emphasized that neighborhood schools are awesome. She asserted that Option and Choice Schools ought to offer alternative learning environments, and not function as an "escape valve" from a neighborhood school.

Director Rivera-Smith asked if Enrollment Planning had any updated projections since Open Enrollment closed and the status of current projections. Ms. Davies replied that projections will be updated at the end of May and will be shared in June, as per the annual process.

Director Rivera-Smith inquired about data on where the waitlisted seats are. Ms. Davies referred to the spreadsheet. Director Rivera-Smith continued by asking why there was a waitlist at Daniel Bagley if the capacity was increased to 500 students. Ms. Davies explained that it could be due to the capacity limits at the school's interim site or specific to the grades that the waitlisted students requested.

Director Rivera-Smith recommended that the CEFMP Advisory Committee examine the definition of “space available” as either staffing or physical capacity.

Director Rivera Smith asked about the waitlist at Lincoln High School. She also asked how the District is cognizant of the disparity of who gets to get into schools which suit them better. Ms. Davies explained that the majority of the waitlist for Lincoln is at the 9th grade, which is already over capacity with students from the neighborhood. If the waitlisted students were added, then it would create a capacity issue later.

Director Mack recommended new methods, such as a survey, to capture additional data, specific to the impacts of Covid-19, and prior to the June projections.

Director Mack suggested moving waitlists by increasing the number of classrooms in a given building.

Director DeWolf followed up on Director Mack’s recommendation about employing an exit poll. Ms. Davies explained that the District does offer a Not-Returning form on the website, however there’s no incentive for families to complete it. She expressed concern about how to ensure a significant number of surveys were completed to produce viable data. Chief of Student Support Dr. Pedroza noted the need for ensuring that students and families that are not usually online have a way to reply.

Director DeWolf concluded that staff are collecting data to inform accurate projections, but that a survey isn’t feasible at this time. Superintendent Juneau confirmed that a Family Survey will not be conducted this year due to Covid-19.

DeWolf asked what training or support to help school leaders manage the capacity changes resulting from Covid-19. K-12 Planning Coordinator Becky Asencio replied that she knew about tools the Project Managers provide to teach school leaders about building systems, but not about managing capacity.

Director Rivera-Smith asked if the capacity needs conveyed at this session were based on current or projected needs. Ms. Asencio explained that the Capacity Planning team studies short- and long-range projections, such as neighborhood trends for up to ten years. Ms. Davies added that this presentation is based on long-term projections for permanent seats rather than short-term projections for portables.

Director DeWolf referred to Washington Middle School, which is in his district, and the desire to increase enrollment there. He asked about what he could report to his community on this matter. Ms. Davies replied that deeper discussion about the enrollment at Mercer, Washington, and Aki Kurose Middle Schools will occur at the Board Work Session on May 20th.

Director Mack highlighted that the presentation did not identify the under-enrolled schools in the district. She described this data as a missing piece in the conversation, which is required to help balance capacity throughout the District.

Director Hampson expressed concern for under-enrolled schools, as well. She cited a need to prevent waitlists at these sites. She suggested providing smaller schools with more funds, allowing them to fund themselves, or assigning more students to these schools.

Director Hampson stated that the District does not have equitable access to Option Schools. She cited transportation to the schools as a challenge to accessing their programs. She conveyed a need for analysis of which students from Title I schools have access to Option Schools versus those from non-

Title I Schools. Director Hampson also referred to the practices of routing Special Education students into a particular school and feeder pattern. She acknowledged that while the District must not employ race-based decisions-making, there are deeper issues that need to be examined.

Director Hampson suggested that the future Capacity Management data include notes about the column title and why that information was provided.

Director Harris echoed Director DeWolf's concerns about adjusting the feeder patterns for Mercer Middle School and increasing enrollment at Washington. She acknowledged that the need had been noted for several years.

Director Harris cited a need to examine how students access alternative education, the challenges of geography, and the concerns about inequity. She suggested that CEAFFMP might assist with these longstanding matters.

Director Rankin echoed the concerns of Directors Hampson and Harris. She followed up by asking why the waitlists must be dissolved on August 31st. She suggested holding it until after the start of school, so that there is more current information about where students attend, which could provide flexibility to mitigate capacity issues and avoid leaving seats open at Option Schools and under-enrolled schools.

Ms. Davies confirmed that the August 31st date is District policy. She explained that the date used to be September 31st, however schools and staff experienced this later date as disruptive to schools, staff, and families. Approximately four years ago, the policy was changed to August 31st. This date is reflected in the Student Assignment Transition Plan (SATP).

Director Mack noted that the SATP was changed two years ago. She asked when and how the date change occurred. Director Rankin suggested reexamining the date. Director DeWolf agreed with the caveat that school leaders, teachers, and families are the experts on the effects of this date and advocated for including these parties in the discussion.

Director Rivera-Smith inquired about solutions for the overcrowding at Green Lake. She commented that the proposal advanced last year was found to exacerbate inequity at that school. She asked if the District could build onto the school. Mr. Best confirmed that Capital Projects is examining that possibility. He reported that the north end of the site has soil issues, which would make foundation costs very expensive, however, the south western end might be possible. Mr. Best added that, now, the Capital Projects process includes master planning sites. He reported that when the Green Lake addition went up in 2013-14, this was not the District's practice. He conveyed that an addition at Green Lake could be part of BTA V or receive a Distressed Schools Grant.

Director Rivera-Smith asked about the status and plans for B.F. Day. Mr. Best replied that the school is landmarked. The District is repurposing childcare space for classrooms, as an immediate solution for the coming school year. He added that portables are being considered and the site will be master planned with BTA V.

Director Rivera-Smith asked about the impact on enrollment planning caused by keeping Licton-Springs at Robert Eagle Staff into the next school year. Mr. Best explained that no significant enrollment growth is anticipated at Robert Eagle Staff. Further, Licton Springs prefers to move into Webster over winter break. Mr. Best conveyed that this plan is supported by the principal at Robert Eagle Staff. He noted that

these are preliminary conversations with the principals, who are starting conversations with their families. He reported that Capital Projects is waiting to hear back from the principals.

Director Rivera-Smith cited overcrowding at Ballard High School and Roosevelt High School. Ms. Asencio acknowledged that and noted that the presentation offered advance notice that portables will be moved from Ballard High School in the future, as enrollment there shifts. Mr. Best added that 1500 students who live south of the ship canal attend schools north of the ship canal. He cited this as one of the reasons to rebuild Rainier Beach High School and encourage students to consider schools in south Seattle.

Director Rivera-Smith referred to over-enrolled schools and the current need for social distancing. She reported that families want to know how to participate in the conversations about how that will be remedied.

Director Mack referred to Mr. Best's comment about the 1500 students living south of the ship canal. She noted that this includes Queen Anne and Magnolia, which are also north of downtown. She indicated that this presents transportation challenges. She asserted that these challenges need to be included in conversations about balancing capacity across the city. She suggested that CEAFMP examine this issue.

Director Mack followed up on Director Rivera-Smith's question about Licton Springs remaining at Robert Eagle Staff. Director Mack asked if the staff know if both school will still fit at the current site or if portables will need to be added. Mr. Best explained that existing portable would need to remain for an additional year and be removed in Summer 2021. Director Mack added that Queen Anne Elementary School was enrolled at 300 students for a 500-student building. She asked if it could be an interim site for Licton Springs. Mr. Best explained that moves are difficult for families, but that staff could examine that option. Director Mack concurred that moving Licton Springs twice in one year might not be ideal.

Director Mack highlighted the need to look at the under-enrolled sites. She gave McGilvra, Concord International, and Dearborn Park as examples. She asked when the in-depth analysis about increasing staffing at those sites will occur. Ms. Davies explained that Enrollment staff are completing the inquiries phase of the waitlists process. She described this phase as answering questions about applications and errors, which can result in additional assignments. Ms. Davies reported that when the inquiries are complete, Enrollment proceeds with larger batches of waitlist moves prior to the June review. She concluded that a final review of waitlists occurs before June enrollment adjustments.

Director Mack cited a waitlist of 34 students at Catharine Blaine. She asked if they were middle school students and if placing them could balance overcrowding at other middle schools. Ms. Davies reported that seven of the waitlisted students are for 6th grade, which already has 3 full classrooms at Catharine Blaine. She added that the neighboring school is McClure, which is small school working to maintain programming for its size.

Director Mack asked how the Board will continue to be informed about the current issues for the upcoming school year for overcrowded schools. Ms. Davies agreed to provide an update either at the Operations Committee or in a Friday Memo. She added that the May 20th Work Session will also include some of those issues.

Adjourn

This meeting adjourned at 7:44 p.m.

This meeting was held remotely per the Governor's [Proclamation 20-28](#), prohibiting public agencies from conducting meetings subject to the Open Public Meetings Act in-person to curtail the spread of COVID-19, and consistent with [School Board Resolution 2019/20-29](#). Public access was provided remotely through Microsoft Teams and teleconference.