

Board Special Meeting
Operations Committee
December 3, 2020, 4:30 PM
Meeting held remotely



Minutes

Call to Order

1. This meeting was called to order at 4:31PM. Directors Mack, Hersey, and Rivera-Smith participated with Microsoft Teams or by phone. Director Rivera-Smith substituted for Director Rankin until her arrival at 4:35PM. This meeting was staffed by Chief Operations Officer Fred Podesta, Director of Projects and Planning Richard Best, Capital Financial Manager Melissa Coan, Chief Financial Officer JoLynn Berge, Director of Facilities Operations Frank Griffin, K-12 Planning Manager Becky Asencio, Director of Enrollment Planning Ashley Davies, and Executive Director of Technology Carolos del Valle, Risk Manager Richard Staudt, and Director of Board Relations and Policy Ellie Wilson-Jones.

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

3. Approval of meeting minutes

Director Hersey moved to approve the November 5, 2020 meeting minutes. Director Rankin seconded. This motion passed unanimously.

Standing Agenda Items

1. 2021 Committee Work Plan and Facility Capital Projects BAR Management Schedule (Mack)

Director Mack and Mr. Podesta will meet to fill in the first few months of the 2021 Committee Workplan.

2. Capital Financial Budget Report

Ms. Coan delivered the first budget report of fiscal year 2020-2021. Ms. Coan and Ms. Berge answered Directors' questions about the fund labeled "Capital Eligible Program/Community Schools" (CEP/CS). They clarified the source of the fund and permitted uses for it, including the potential for applying it to regular maintenance costs. They confirmed that the fund did not refer to a community schools program in the district and were not fenced for such a program.

Director Hersey requested information about operating costs for health centers and Ms. Coan agreed to research who could provide that data.

3. Capital and Operations Community Engagement

Mr. Podesta highlighted BTA V Guiding Principles at Work Session coming up on Wednesday, December 9, 2020.

4. Design Modification/Construction Change Order Review

Mr. Best reviewed the change order log from the November 17, 2020 meeting with Director Rivera-Smith.

Board Action Reports (Discussion and/or Action)

1. Enhanced Cleaning for COVID-19 In-Person Learning at Elementary and K-8 Schools

Mr. Griffin provided background on the contract for cleaning services which might be required in preparation for in-person instruction at school buildings. Directors and staff discussed the contingencies upon which this contract depends, as well as how the Request for Proposals (RFP) was advertised, and the status of the district's relationship with 609 regarding this work.

Director Hersey left the meeting at 5:23PM and Director Harris stepped in on his behalf. Director DeWolf also joined the meeting.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for consideration. Director Harris seconded. This motion passed unanimously. (Mack, Harris, Rankin)

Director Harris left the meeting at 5:32PM. Director Rivera-Smith stepped in as the third voting director.

2. Approving a contract for RFP072094 PRI/DID Phone Circuits with Magna5, LLC

Mr. del Valle provided background on this contract for the district's phone service.

Director Mack asked to see the current bill for comparison. Mr. del Valle agreed to provide that to the Board.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval with the information about the current costs for comparison. Director Rivera-Smith seconded. This motion passed unanimously. (Mack, Rankin, Rivera-Smith)

3. BTA IV: Approval of Capacity Management Actions for the 2021-22 School Year

Ms. Asencio presented background on this BAR, highlighting that the capacity projections were made with pre-pandemic numbers and a conservative approach. She confirmed for the directors that the plan includes contingency recommendations as more data becomes available in Spring 2021.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Rivera-Smith seconded. This motion passed unanimously. (Mack, Rankin, Rivera-Smith)

4. BEX V: Award Contract K1395 to perform master planning services for BTA V Capital Levy Planning

Ms. Asencio provided background on this consultant contract w Mahlum for BTA V levy development. She highlighted that the district has an interim contract in place with Mahlum for preparatory work.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Rivera-Smith seconded. This motion passed unanimously. (Mack, Rankin, Rivera-Smith)

5. BTA III/BEX IV: Approval of Budget Transfer and Award Construction Contract for the Lafayette Elementary School Seismic, Fire Sprinkler & HVAC Upgrades project

Mr. Best provided background on this request for a budget transfer. He reported that the bids for the project came in over budget, perhaps to address the costs of Covid-19 protocols. Directors and staff discussed the plans for Lafayette Middle School and the benefits of a new HVAC system.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Rivera-Smith seconded. This motion passed unanimously. (Mack, Rankin, Rivera-Smith)

6. BEX IV: Final Acceptance of Contract P5096 with Hensel Phelps Construction for the Queen Anne Elementary School Classroom and Gymnasium Addition project

Mr. Best provided background on this project and highlighted that the work was performed on the masonry building only, with the exception of a sanitary sewer line.

7. BEX IV / BTA IV: Resolution 2020/21-6, Final Acceptance of Contract P5084 with Lydig Construction for the Lincoln High School Modernization and Addition project

Mr. Best presented background on this project, which comprises the first phase of work at Lincoln High School. Lincoln Phase I

Director Rivera-Smith made a motion to move both item six and seven forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously. (Mack, Rankin, Rivera-Smith)

Special Attention Items

1. Clean Energy Resolution Draft

Directors DeWolf and Rivera-Smith provided background on the Board's Clean Energy Resolution. They highlighted the participation of students, educators, parents, and community groups, as well as the involvement of district staff in Resource Conservation and Curriculum. Directors and staff discussed the relationship between this resolution and the upcoming McLennan Report on sustainability, the district's history and successes in addressing environmental sustainability, and the need to recognize the fiscal impacts of the changes outlined in the resolution.

2. Traffic Safety Committee: School Site Planning Guidance

Mr. Staudt and Ms. Margaret McCauley provided background on the Traffic Safety Committee and its recommendations for ensuring traffic safety at school sites. They requested that the guidance document be included in the district's general education specifications.

3. Mercer Boundary Update

Ms. Davies reported on the community engagement and feedback regarding the plans to address the overcrowding at Mercer Middle School with a boundary change. She requested that Board Introduction and Action on the upcoming BAR for the boundary change both occur at the January 27, 2021 meeting to support the current timeline of engagement and planning.

Director Mack suggested a special Committee of the Whole meeting, rather than holding Board Introduction and Action simultaneously. Ms. Wilson-Jones agreed to bring this request to the Board President for approval and scheduling.

Ms. Davies also provided an update on two matters related to the Student Assignment Transition Plan (SATP). She highlighted that Bagley Elementary School is considering removing the Montessori choice component. She reported that more time is necessary to plan a holistic approach to dual-language immersion in the Southeast schools.

Adjourn

This meeting adjourned at 7:18 PM.

Minutes submitted by:

The Office of Chief Operations Officer Fred Podesta