

Board Special Meeting  
**Operations Committee**  
March 08, 2018, 4:30 pm  
Conference Room 2750, John Stanford Center  
2445 – 3<sup>rd</sup> Avenue South, Seattle WA 98134



## Approved Minutes

### Call to Order

Director Eden Mack called the meeting to order at 4:31 pm. Director Pinkham was also in attendance. Director Patu arrived at 5:17pm. Associate Superintendent Flip Herndon staffed the meeting.

At Director Mack's request, it was moved and unanimously approved to move #3 of the Special Attention Items, Operations Committee Annual Workplan, to the top of the agenda.

Approval of the February meeting minutes was postponed until the next meeting.

### Monthly Capital Financial Report – December 2017

Melissa Coan, Capital Projects Financial Control Manager, reviewed the December 2017-18 Capital Programs Monthly Summary Report. The current balance is \$258.5 million with a \$197 million balance. Currently, there is expected to be \$7.4 million of un-earmarked dollars in the capital program.

In response to questions, Richard Best said the capital budget, like the general budget, is presented at the Audit and Finance Committee, introduced as a board action report in June, and presented for action in the July board meeting.

### Brief Updates

**2018-19 Capacity Management Update:** Richard Best provided an update on items being prepared for the March 28th BEX V Board Work Session. In response to questions, he noted that:

- The number of classes and teachers will not be determined until after open enrollment and budgeting process is complete.
- Childcare providers would like to know as soon as possible so they can make alternate plans of possibly using multi-use spaces
- Community based organizations contact the families who use their service and work with the building principals to assure continued use of space in the buildings.

**2019-20 Boundaries Update:** Ashley Davies reported that the boundaries have been set for Lincoln. Other boundary changes being considered are for 2019-20, including:

- Magnolia, which will have community engagement beginning in the spring

- B.F. Day and Green Lake, to balance the numbers for the schools; building leadership conversations have begun, and community conversations will be held in the spring.

### **Operations Committee Annual Workplan**

Director Mack discussed the policies which impact the Operations Committee and wondered where items fall in the workplan.

Policy 6901: Richard Best described the difference between the WSSDA model policy and how it relates to the capital levy and facilities master plan policies. He noted that in Seattle, BEX levies require a facilities master plan. He will bring the policies back to the Operations Committee for future discussion.

Annual enrollment report (Policy H13, capacity management: Flip Herndon and Ashley Davies explained that the report is provided after the fall counts to provide as accurate information as possible that has the actual numbers of students who show up in the schools. Discussion followed on the need to identify hot spots in the district earlier in the year as well as in the fall; Director Mack said she would discuss with the executive committee.

Student Assignment Task Force: The committee discussed the Student Assignment Task Force which is being formed. Ashley Davies explained the purpose of the task force is not to rewrite the student assignment plan but to focus on equity across the district. Aspects of the plan are reviewed in light of serving students with the most need. Discussion followed regarding:

- Doing a complete re-write of the student assignment plan
- The need to update the plan due to changing pathways
- Making recommendations to the Superintendent, reviewing with a lens of serving the students with the most need
- Whether the word *transition* can ever be taken out because the city is in constant change.
- Whether the task force will have a clear charter, hearing the input from the task force, and whether it will be successful.

The committee asked that the charter focus be more in line with the board's work plan for the year and that staff go back to the superintendent to request that the charter for the task force be reconsidered to include facilities and capacity planning.

### **Board Action Reports**

**Termination of Ground Lease at the Lake City School:** Bruce Skowyra reported that the district wants to terminate this leased to provide for increased flexibility to meet district capacity needs. The committee moved this item forward to the full board for consideration.

**Approval of self-help playground improvements fund:** Flip Herndon said this fund would support a playground redevelopment projects for playground installations and improvements. The committee moved this item forward to the full board for consideration.

**Purchase of Student and Staff Computers for new BEX IV Schools, BTA Projects, K-3 Class Size Reduction and Enrollment Growth Capacity Classrooms Opening Summer**

**2018:** The purpose of this action report is to approve the purchase of student and staff computers for the new Building Excellence IV (BEX IV) Capital Levy Schools, the Building, Technology and Academics/Athletics III (BTA III) Renovation projects and the needed enrollment growth classrooms and K-3 class size reduction classrooms opening summer 2018. The committee moved this item forward to the full board for consideration.

**BEX IV: Authorization of Settlement Change Order No. 25 to Contract P5034 with Lydig Construction Company for the Cascadia Elementary School and Robert Eagle Staff Middle School (formerly Wilson Pacific) project:** Richard Best said this will allow the efficient and timely payment of the completed work to most of the subcontractors, thereby decreasing the risk of potential future claims against the district. The committee moved this item forward to the full board for consideration with the suggested change that Licton Springs be included in the title.

**BEX IV: Award Construction Contract P5095 to Coast to Coast Turf, Inc. for the Eckstein Middle School Athletic Field and Jogging Track Improvements project:** Richard Best said this report provides authorization for the Superintendent to enter into a construction contract for the replacement of the synthetic turf and resurfacing of the jogging track at Eckstein Middle School. The committee moved this item forward to the full board with a recommendation for approval. After introduction, the committee recommended moving this item to the consent agenda at approval.

**BTA III and BEX IV: Award Construction Contract K5095 to \_\_\_\_\_ for the Leschi and Lowell Elementary Schools Seismic Improvements and Exterior Door Replacement project:** Richard Best said this board action report provides authorization for the Superintendent to enter into a construction contract for the construction of seismic improvements at Leschi and Lowell elementary schools, and replacement of exterior doors at Lowell Elementary. The committee moved this item forward to the full board for consideration.

**BTA III & IV: Award contract K5097 for the Chief Sealth High School (Southwest Athletic complex) Track and Field Improvement Project:** Richard Best said this board action report details the award of a contract to support the Southwest Athletic complex track and field improvements project to the King County Director' Association (KCDA). The committee moved this item forward to the full board for consideration.

**BTA IV: Approval of Budget Increase and Modification to Contract 1416 with CTF Architecture for the Webster School Modernization and Addition project:** Richard Best said this motion would approve a transfer of funds from the Building, Technology and Academics/Athletics (BTA) IV Capital Levy Program contingency to the BTA IV Webster School modernization and addition project budget. The committee moved this item forward to the full board for consideration.

**BEX IV, BTA III: Approval of Budget Increase and Award Construction Contract P5098 to \_\_\_\_\_ and for the Dearborn Park Elementary School Roof Replacement and Seismic Upgrades project:** Richard Best said this action would authorize the Superintendent to enter into a construction contract and approve a budget increase for the Dearborn Park Elementary School roof replacement and seismic upgrades project. The committee moved this item forward to the full board for consideration.

**Recommendation to Award Contracts for Furniture Procurement for 2018-2020, Bid No. B01834:** Richard Best said this action, using the approval of master contracts, establishes a competitively bid furniture catalog from which Capital Projects and schools can order furniture. The committee moved this item forward to the full board for consideration.

**BEX IV: Resolution 2017/18-15: Acceptance of the Building Commissioning Report for the Olympic Hills Elementary School Replacement project:** Richard Best said this resolution accepts the building commissioning report for the Olympic Hills Elementary School replacement project, in accordance with WAC 392-344-165, as required to complete the Office of Superintendent of Public Instruction (OSPI) Form D-11 Application to release retainage. The committee moved this item forward to the full board with a recommendation for approval. After introduction this item may, at the following board meeting, be moved to the consent agenda.

**BEX IV: Resolution 2017/18-16 Intent to Construct Project for Wing Luke Elementary School Replacement project:** Richard Best said this board action report and resolution states the district's intent to construct Wing Luke Elementary School, which is a necessary part of the Office of Superintendent of Public Instruction (OSPI) D-9 form approval process to receive the state funding assistance for the Wind Luke Elementary replacement project. The committee moved this item forward to the full board with a recommendation for approval. After introduction this item may, at the following board meeting, be moved to the consent agenda.

**BTA III/BEX IV: Final Acceptance of Contract K5064, Bates Roofing, LLC for the Leschi Elementary School Reroof Project :** Richard Best said that board action is required to approve final acceptance of Contract K5064 with Bate's Roofing, LLC, for the Leschi Elementary School reroof project. The committee moved this item forward to the full board with a recommendation for approval. After introduction this item may, at the following board meeting, be moved to the consent agenda

**BEX V Planning: Award ContractP1564 to perform Building Condition Assessment services:** Richard Best said this board action report provides authorization for the Superintendent to enter into a contract to secure services for assessing building conditions for schools that are not currently under construction or newly opened. This information will be used to determine facility needs and prioritize levy (BEX V) requests. The committee moved this item forward to the full board for consideration.

### **Special Attention Items**

March 28 work session planning: The committee discussed the agenda for the BEX V work session scheduled for March 28, 2018.

### **Adjourn**

This meeting adjourned at 7:45 pm.