



SCHOOL BOARD ACTION REPORT

DATE: June 22, 2018
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Michael Tolley, Associate Superintendent of Teaching and Learning, mftolley@seattleschools.org, (206) 252-0017; Kyle Kinoshita, Chief of Curriculum, Assessment and Instruction, kdkinoshita@seattleschools.org, (206) 252-0050; Caleb Perkins, Director of Career and College Readiness; cbperkins@seattleschools.org, (206) 252-0062

For Introduction: June 27, 2018

For Action: July 11, 2018

1. TITLE

Approve Purchase of Technology to Support the Career and Technical Education (CTE) program.

2. PURPOSE

The purpose of this Board action is to approve the purchase of technology. This will include computer carts and computers, primarily for CTE classrooms.

3. RECOMMENDED MOTION

I move that the School Board authorize the Superintendent to execute purchase orders through RFP No.06792 with Dell Thornburg for a Not-To-Exceed amount of \$550,000 and through the Sole Source Contract with Apple Computers for a Not-To Exceed amount of \$250,000 plus Washington State Sales Tax, over fiscal years 2017/2018, [summarized](#) in the [list form](#) of ~~projected~~[the draft purchase](#) orders attached to the Board Action Report, with any minor additions, deletions, and modifications deemed necessary by the Superintendent.

4. BACKGROUND INFORMATION

- a. **Background** The district's Career and Technical Education (CTE) program received additional funds from the state this year to support its program. In response, the district's Career and Technical Education team worked with CTE teachers, school administrators, staff from the Department of Technology Services (DoTs), and staff from the Budget Office to determine how best to use these funds. We decided to make our annual effort to replace outdated computers in CTE classrooms a focus for the available dollars, particularly given that many classrooms had computers that were more than eight years old. The CTE team then worked with DoTs to develop a detailed classroom-by-classroom plan. As part of this effort, we developed a technology rotation schedule for future replacement. These efforts were directly connected to many components of our Board-approved Career and Technical Education (CTE) Annual Report, including additional investments in computer science and STEM outlined in Strategy 1 of that report and improving the quality of our courses described in Strategy 2 of that report. As we did the classroom-by-classroom review of inventory, we concluded that we would need to develop a Board Action Report to authorize these purchases and submit this BAR as soon as possible given that the computers and equipment will have to be received by the end of August per state guidelines on CTE funding.

- b. **Alternatives** - Do not approve this motion. - This is not recommended. The number of computers available for student use will continue to decrease as the current equipment becomes too old to properly function. Not replacing these computers will diminish our opportunity to utilize technology effectively in our CTE programs. In addition, there are classes scheduled to run in 2018-19 that need this updated technology. Moreover, while the district could look for other ways to use this funding to support our CTE programs, state CTE funding requires that the purchases be fully completed by August 31st and thus, there would be a significant risk of having to return some of these dollars to the state.
- c. **Research** The CTE team worked with DoTs to develop a detailed classroom-by-classroom plan.

5. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be the one-time cost for the purchase of Dell computers for a total not to exceed \$550,000.00 and Apple computers for a total not to exceed \$250,000.00.

The revenue source for this motion is the state CTE funding.

Expenditure: One-time Annual Multi-Year N/A

Revenue: One-time Annual Multi-Year N/A

6. COMMUNITY ENGAGEMENT

With guidance from the District’s Community Engagement tool, this action was determined to merit the following tier of community engagement:

- Not applicable
- Tier 1: Inform
- Tier 2: Consult/Involve
- Tier 3: Collaborate

The district’s Career and Technical Education team worked with CTE teachers, school administrators, staff from the Department of Technology Services, and staff from the Budget Office to determine how best to use these funds. In particular, these plans were discussed at the quarterly all-CTE teacher and pathway advisory meetings. The CTE team then worked with DoTs to develop a detailed classroom-by-classroom plan.

7. EQUITY ANALYSIS

Following the analysis of equitable access to programs in the district’s Annual CTE plan, this purchase is an effort to provide more equitable access to high quality CTE programs across the district.

8. STUDENT BENEFIT

Career and Technical Education (CTE) is a planned program of courses and standards that begins with exploration of career options, supports academic and life skills, and enables achievement of high academic standards, leadership development, and preparation for career and college. A sequence of courses can provide students with employability skills for internships, apprenticeships, preparation for

industry certification, and pursuing career options in college. Providing updated technology will help enhance the courses the district offers to students and ensure that they better meet industry standards.

9. WHY BOARD ACTION IS NECESSARY

- Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)
- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter. Per RCW 28A.700.010, annual local school board approval of the District’s career and technical education plan is required.
- Board Policy No. 2170, Career and Technical Education, provides the Board shall approve this item
- Other: _____

10. POLICY IMPLICATION

Per Board Policy No. 6220, Procurement, any contract over \$250,000 must be brought before the Board for approval.

11. BOARD COMMITTEE RECOMMENDATION

This item was not presented to a committee because the situation became known after the last Operations Committee of the school year. Given the need to complete these purchases by August 31st per state guidelines on CTE funding, this motion is being brought straight to the full board.

12. TIMELINE FOR IMPLEMENTATION

Upon Board approval of this motion, purchase orders will be executed to begin the procurement process. Per state guidelines, the computers and equipment will have to be received by the end of August.

13. ATTACHMENTS

- Summary of proposed CTE technology purchases by school and teacher

BAR - Approve Purchase of Technology to Support the Career and Technical Education (CTE) program

List of Machines by Schools and Programs

| HS or MS | School | Room | Program | Teacher | Type | Original Purchase Date | # Machines |
|----------|--------|---------|-----------------------|------------------------|------|------------------------|------------|
| HS | BAL | SW126 | Photography | Gina O'Neill | MAC | 3/1/12 | 7 |
| HS | BAL | SW123 | Yearbook/Journalism | Michael Smith | MAC | 3/1/12 | 11 |
| HS | BAL | SW122 | Yearbook/Journalism | Michael Smith | MAC | 3/1/12 | 1 |
| HS | HAL | 1102 | Yearbook/Graphic Arts | Michael Snyder | MAC | 3/1/13 | 25 |
| HS | HAL | 1205 | Photography | Stefanie Arneson | MAC | 3/1/13 | 18 |
| HS | ROS | 251 | Photography | Cecelia Otto | MAC | 6/14/12 | 17 |
| HS | SLK | 1126 | Personal Choices | Michelle Spenser | MAC | | 1 |
| HS | WST | 103 | Photography | Michelle Sloan | MAC | 5/1/13 | 32 |
| HS | CLE | 1172 | Computer Science | Keith Morris /Ann Stuk | PC | 10/8/13 | 30 |
| HS | CLE | 2158 | BioTech | Grant Storey | PC | 6/1/10 | 4 |
| HS | FRK | 17/19 | Culinary | Lana Salisbury | PC | 1/1/11 | 3 |
| HS | FRK | 309 | Accounting | Barbara Lynch | PC | 12/12/13 | 32 |
| HS | HAL | N/A | Career Essentials | TBD | PC | | 36 |
| HS | HAL | 1134 | Career Essentials | Ann Marie Plumper | PC | | 2 |
| HS | ING | 114 | Career Essentials | Jessica Monfils | PC | | 2 |
| HS | JSCEE | 3283 | Office Staff: CTE | N/A | PC | Mostly 2013 | 9 |
| HS | KNH | 1204 | Radio | June Fox | PC | 5/1/10 | 8 |
| HS | KNH | 1204 | Radio | June Fox | PC | 6/1/11 | 8 |
| HS | KNH | 1204 | Radio | June Fox | PC | 12/4/12 | 1 |
| HS | RBC | 148 | SKC | Cindy Hess | PC | | 7 |
| HS | RBC | 148 | SKC | Cindy Hess | PC | | 3 |
| HS | RBC | 123 | Yearbook | Matthew Holt | PC | 11/30/12 | 30 |
| HS | ROS | 135 | Sign Language | Chloe Taylor | PC | | 3 |
| HS | ROS | 217 | PLTW | Karl Ruff | PC | 6/13/12 | 30 |
| HS | ROS | 271 | Human Services | Robin Ogburn | PC | 8/12/09 | 3 |
| HS | ROS | 311/340 | Finance/Law | Liz MacLennan/new | PC | 6/14/12 | 29 |
| HS | ROS | 321/311 | Business/Marketing | Michelle Carter | PC | 6/14/12 | 29 |
| HS | ROS | 265 | Psychology | Wendy Arness | PC | 6/14/12 | 5 |
| HS | SLK | 1126 | Consumer Science | Michelle Spenser | PC | N/A | 7 |
| HS | SLK | 1126 | Consumer Science | Michelle Spenser | PC | | 5 |
| HS | WAS | AUTO | Auto Shop | Kary Schneider | PC | 10/25/10 | 10 |
| HS | WST | 140 | Health | Tamara Boynton | PC | | 2 |
| HS | WST | 147/9 | Culinary | Raya Klein | PC | | 1 |
| HS | WST | 230 | SKC | Megan McQuade | PC | | 8 |
| MS | AKI | 113 | STEM | Mark Watling | PC | | 15 |
| MS | ECK | 134 | Computer Science | Daniel Johnson | PC | 5/19/14 | 34 |
| MS | MCL | | PLTW (new) | Cheryl Phillips | PC | | 32 |
| MS | MER | 204 | STEM | Emily Elasky | PC | 1/14/16 | 16 |
| MS | RES | | PLTW | Chandler Dennison | PC | 7/1/17 | 8 |

Italics: Information added since posting in 6/22/18