

## Minutes

### Call to Order

1. This meeting was called to order at 7:30am. Directors Hampson, Rivera-Smith and Harris participated with Microsoft Teams or by phone. This meeting was staffed by Chief Financial Officer JoLynn Berge.  
Director Hampson 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 Hampson noted that the public had been provided remote access through Microsoft Teams and teleconference.
2. Approval of agenda - Director Harris moved to approve the agenda. Director Rivera-Smith seconded. This motion passed unanimously.
3. Approval of meeting minutes - Director Harris moved to approve the October 12, 2020 meeting minutes, as amended. Director Rivera-Smith seconded. This motion passed unanimously.

### Board Action Reports (Discussion and/or Action)

1. BAR: Employee Benefits Administration and Benefits Consulting Services (Codd)

Chief of Human Resources Clover Codd Spoke about the employee benefits Board Action Report (BAR) to continue third party administration for Seattle Public Schools Benefits. This contract would be for January 2021 through December 2023. A Request for Proposal (RFP) was conducted, and Sprague Israel Giles' (SIG) proposal has been given to the Directors to review. SIG has been SPS' administrators since 2007. When Seattle Public Schools (SPS) was required by the state to switch to the School Employees Benefits Board Information (SEBB) in 2020 SIG received over 10k in phone calls due to transition to SEBB.

Discussion regarding appeal process for SEBB. Manager, Classification & Compensation, Sandy Philbrook, explained if an employee doesn't get enrollment done on time or benefits didn't go through the employee can appeal to Health Care Authority, the appeals go through SIG first and we will try to handle that ourselves first.

Discussion regarding the cost per employees cost that are eligible for benefits. Ms. Philbrook will follow up and give Directors the number of employees that increased from last year.

Discussion of flat fees vs. Adjusted Request was made to clarified in the BAR prior to introduction. Marnie White Vice President of SIG explained current billing change due amount of work needed to manage the SEBB program.

Director Harris 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. With the correction of community engagement being requested.

2. BAR: Seattle Teacher Residency Contract (Codd)

Chief of Human Resources Clover Codd explained the total cost for this contract would be a total of 450k. SPS pays the mentor stipend to our employees which is reduced from the total of 450k. The

residency partnership is in its seventh year and the five-year retention rate is 85%, Chief Codd spoke about how this program ensures the retention rates and diversity at SPS Title I schools. This program trained in racial equity and implicit bias.

Directors and staff discussed additional details of the program. Request made for feedback information from past teacher participants. Chief Codd will provide that feedback and clarification on the stipend and grant reduction.

Director Harris made a motion to move this item forward to the full Board with a recommendation for **approval with amendments**. Director Rivera-Smith seconded. This motion passed unanimously.

### 3. BAR: Washington State Auditor Annual Contract (Fleming)

Accounting Director Amy Fleming spoke about how the Washington State Auditor's Office (SAO) is required by state law to perform the annual audit. The three audit areas being reviewed are State accountability, financial statements and federal grant and compliance.

Director Harris 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.

### 4. BAR: Update Policy 6010 School Funding Model (Berge)

Chief Financial Officer JoLynn Berge explained the change to policy was requested by the Audit & Finance committee and it was requested to change last sentence to say superintendent procedures shall be established rather than the word authorized. The draft superintendent procedures were kept broad due to naming and possible changes over time.

Staff discussed possible additional policy and procedure wording updates. Requested adherence to policy 0030 be added to the procedure. It was also requested the School Funding Model, and Weighted Staffing Standards minutes links be added.

Director Harris would like a Board Director to sit on the Weighted Staffing Standard (WSS) committee. Director Harris is proposing an amendment to the policy to say a board member be added to the work group. Director Hampson would like to only make the current update and revisit additional updates at introduction.

Director Harris made a motion to move this item forward to the full Board with a recommendation for **consideration**. Director Rivera-Smith seconded. This motion passed unanimously.

## **Special Attention Items**

### 1. Review of Policy 6114, Gifts, Grants, Donations and Fundraising Proceeds (Committee)

Director Hampson spoke about schools receiving additional gift, grants or other outside funding for staffing positions.

Director Hampson asked for feedback from Directors and staff on how to proceed. Chief Berge explained it should be committee member work. Director Harris would like a work session in March. Director of Board Relations & Policy Ellie Wilson-Jones stated this can be added to the work plan for Audit & Finance for 2021.

## **Standing Agenda Items**

### 1. Monthly Budget Update (Sebring)

Budget Director Linda Sebring explained the current focus is on the participatory budgeting meeting process. The board members have finalized the three focus areas to restorative justice, ethnic studies/black studies/American Indian studies; and dual language. She reviewed the five groups that will

be reached out to participate in the process. The first meeting is starting on Monday November 16<sup>th</sup>. The second meetings will take place in the first two weeks of December.

Discussed if the meetings will be through teams available for the public to listen and not participate. Director Hampson will speak with Director Hersey about possible public listening.

2. Committee Annual Work Plan (Berge)

Chief Berge requested for Student Fees policy 3520 will be moved from December 2020 to later in 2021. Director Hampson will get an update Moss Adams from Andrew Medina and possibly move it to 2021.

**Adjourn**

This meeting adjourned at 9:20am.

**Minutes submitted by:** *The Office of Chief Financial Officer*