

Minutes

Call to Order

1. This meeting was called to order at 7:32 am. 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. Director Hampson requested to move "Recommendation on Subjects for Participatory Budgeting" under special attention items to item one instead of three. This motion passed unanimously with the amendment.
3. Approval of meeting minutes - Director Harris moved to approve the September 20, 2020 meeting minutes, as amended. Director Rivera-Smith seconded. This motion passed unanimously with the following amendments. Director Hampson requested that the minutes be changed on Policy 6010 to "staff committed to bring back the Policy and Procedure in November". Director Rivera-Smith asked that minute takers show a record of what the final amendments were when noting that there were amendments.

Board Action Reports (Discussion and/or Action)

1. BAR: The Assistance League of Seattle (ALS) is donating gift cards (Jessee)
Chief of Schools and Continuous Improvements, Wyeth Jessee, requested approval for \$350,000 worth of gift cards from the Assistance League of Seattle as a donation to the district for students who wish to participate in the 20-21 Operation School Bell (OSB) program. Funding will support purchases of new back-to-school clothing and supplies for students who are the most in need. Each student that participates will receive a \$125.00 gift card for onsite and online shopping. The donation will reach 284 students Seattle Public Schools students in total.
Director Hampson asked Chief Jessee to correction the spelling of Sand Point on the 2017 OSB School Monthly Tally report. Director Rivera-Smith requested that Chief Jesse add the completed equity analysis to the board action report (BAR).

Director Harris made a motion to move this item forward to the full Board with a recommendation for **approval**. Director Rivera-Smith seconded. All three Board members agreed that immediate action was in the best interest of the District and that this BAR be an Intro and Action item at the next Board meeting. Chief Wyeth was asked to update the language on the BAR to reflect the amendment and Director Hampson would coordinate the amendment with Director DeWolf. This motion passed unanimously with amendments.

2. BAR: Implementation of Moss Adams Recommendations to Create a High-value Internal Audit Function Designed to help the district achieve its goals (Medina)

Director Andrew Medina stated that the purpose for the BAR was to accept the recommendations identified in Moss Adams' report and to direct implementation of the recommendations within the reported timelines. Director Medina was asked to send a copy of the BAR and Moss Adams' recommendations to the full Board so they too can look at them and give Director Medina feedback. Director Rivera-Smith requested that the May 21, 2018 memorandum mentioned in the BAR be added as an attachment along with the equity analysis tool used to create the BAR.

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

3. BAR: Gates/Seattle University Bridge Grant Update (Bush)

Director of Schools and Partnerships, James Bush, requested approval of the Bill and Melinda Gates/Seattle University Bridge grant in the amount of \$446,500. The funding will support the development and implementation of six schools in the Seattle Central by building a neighborhood network focused on student learning. Director Rivera-Smith requested to know how involved the Gates Foundation was in the program. Director Bush said that their involvement was very limited consisting of Seattle University reporting back on deliverables and convening school districts receiving similar grants a few times a year to learn from one another. Director Bush stated that Seattle University wanted a neighborhood approach which is how the schools were chosen. Director Bush was asked by Director Hampson to add page numbers to the BAR along with the names of the schools involved in the grant as bullet points on page two. Director Hampson also ask Director Bush to add clarification on the BAR around AmeriCorps staff and how they are not being hired as part of this grant. Director Bush provided AmeriCorps background information of what was done in the past but will add additional information so as to not create confusion on what the current program entails. Director Bush stated that the program was redesigned due to Covid and changed to a more family focus and engagement.

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 three changes Director Hampson requested.

4. BAR: Resolution 2020/21-13, Certification of Excess Levies and Calculation of General Fund Levy Rollback for 2021 (Berge)

Director of Budget, Linda Sebring, stated that the annual certification process is a legal requirement that recertifies our levies. Ms. Sebring explained the process of receiving taxpayer Capital and General Fund levy which have legal caps as set by the legislature. Ms. Sebring said that we are able to collect the lesser of the two numbers. The annual certification process is whereby the Board re-certifies both Capital and General Fund at the amount provided by the State as per our authorization. Ms. Sebring is still waiting for information from the State that will not be available to her until the end of October or beginning of November. At that time, she will update the BAR with the information that the State provides.

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.

Special Attention Items

1. Policy 5630, Volunteers (Codd)

Chief Human Resources Clover Codd, requested to know the reason why the Board added Policy 5630 to the annual work plan. Ms. Codd asked if it was because they wanted to add language stating that Human Resources will offer a Lesbian, Gay, Bi, Transgender, Queer/Questioning, Intersex, Asexual, Plus (LGBTQIA+) sensitivity trainings as part of Policy 5630. Ms. Codd noted that Washington State School Directors' Association (WSSDA) had not made any updates to Policy 5630, so she was unsure what type of changes the Board were requesting. The Board members were also unsure why Policy 5630 was added to the annual work plan so they suggested Ms. Codd check with Director DeWolf to see if he had any insight on how to proceed with Policy 5630 and if Policy 5630 needs to be on the work plan.

Director Harris left the meeting at 9:05am. She had informed the committee that she had a hard stop at 9:05.

2. Public Advisors to the Audit and Finance Committee (Committee)

Director Hampson requested to know if Director Harris and Director Rivera-Smith had any questions about the Public Advisors memorandum. The memorandum speaks about seeking a public advisor from the community to be part of the Audit and Finance Committee. Director Rivera-Smith asked Director Hampson to add language stating that the public advisor will not be voting during the meetings. Director Rivera-Smith made a motion to move this item forward with her amendment. Director Hampson seconded. This motion passed unanimously.

3. Recommendation on subjects for Participatory Budgeting (Committee)

Director Hampson requested feedback from the Directors regarding the timeline to execute recommendations on subject for Participatory Budgeting. Ms. Sebring explained the budget timeline process to the committee and informed them that we will need to narrow down the list from ten subject areas, recommended by Audit and Finance, to three subjects approved by the full board at the October 28th work session. This was suggested to Ms. Sebring by two California school districts that have gone through a similar community process. Director Hersey, who attended this portion of the meeting, said that he agreed with the list of departments, community engagement partners, the list of timelines and the list of subject areas discussed. Director Harris felt that Nutrition Services could be deleted from the list because they are doing such a great job already. Director Rivera-Smith requested to add technology to the list. Director Harris was concerned that focusing more dollars on one subject area would mean taking funding away from another subject area. There was much discussion on this subject. Director Hampson will work with the Board to look at each subject area closely, specifically to the Flex View budget. Ms. Berge requested that her team be notified by the end of the coming week if there was additional information that the Board needed to make their decision.

Standing Agenda Items

1. Monthly Budget Update (Sebring)

Budget Director Linda Sebring said there was not much to report at this time. The Budget Office is currently putting together a FY21-22 preliminary budget, with an estimated \$60M deficit. To cover that deficit, they might possibly have to take \$30M in reductions and use \$30M in rainy day funds. Ms. Sebring stated that they will have more information once the governor's budget comes out before our winter holiday break.

2. Committee Annual Work Plan (Berge)

Policy 6114 special attention item for discussion coming in November.

Adjourn

This meeting adjourned at 9.29am.

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