

# Board Special Meeting

## Executive Committee

September 11, 2019 8:00 am – 10:00 am

Board Office Conference Room, John Stanford Center

2445 3<sup>rd</sup> Avenue South, Seattle, WA 98134



## Minutes

### I. Call to Order

8:00 am

#### 1. Roll Call

Director Burke called the meeting to order at 8:05 a.m. Directors Burke and DeWolf were present. Director Harris arrived at 8:17 a.m.

Staff present were Superintendent Denise Juneau; Erinn Bennett, Executive Director of Government Relations and Strategic Initiatives; Greg Narver, Chief Legal Counsel; Ellie Wilson-Jones, Director of Policy and Board Relations; DeLinda Wiley, Executive Assistant; Sherri Kokx, Senior Advisor to the Superintendent; Clover Codd, Chief Human Resources Officer; Kiesha Scarlett, Chief of Equity, Partnerships Engagement; Carri Campbell, Chief of Public Affairs; Ronald Boy, Senior Assistant General Counsel; and Sheryl Anderson-Moore, Chief Negotiator.

#### 2. Approval of agenda

Director DeWolf moved to approve the agenda. Director Burke seconded. This motion passed 2-0.

#### 3. Approval of August 21, 2019 Executive Committee meeting minutes

Director DeWolf moved to approve the August 21, 2019 Executive Committee minutes. Director Burke seconded. This motion passed 2-0.

### II. Board Action Items

1. Memorandum of Understanding between the Seattle School District no. 1 and the Seattle Education Association regarding the Summary of the Tentative Agreement for SEA Certificated, SAEOP and Paraprofessional Contracts for 2019-2022, with the Appendices attached for approval for 1) 2019-2022 Salary schedules for Certificated Non-Supervisory Staff, 2) 2019-2022 Salary schedules for SAEOP, 3) 2019-2022 Salary Schedules for Para professional staff; 4) 2019-2011 Salary schedules for Certificated and Classified Substitutes, 5) 2019-2022 Certificated Stipends, and 6) 2019-2022 Extra Time Hourly Rates (10 minutes)

Dr. Codd explained the Memorandum of Understanding (MOU) and appendices, which include salary schedules, and summarize the three-year Collective Bargaining Agreement (CBA). She stated that the final contract language would be provided to the Executive Committee in October.

Director Burke requested a summary of the key steps in reaching a tentative agreement, development of the MOU, and finalization of the contract. Dr. Codd spoke to the steps including negotiations, reaching of a tentative agreement, ratification of the agreement by the SEA membership, and subsequent steps by the Board.

Dr. Codd spoke to the salary increase inclusive of the implicit price deflator for each of the three years. Director Burke asked if the IPD is fixed for multiple years. Dr. Codd explained that the IPD is based on legislative action. Ms. Anderson-Moore spoke to the inclusion of the IPD estimates for the contract. She confirmed that the IPD would adjust should the actual IPD change from the estimates.

Dr. Codd spoke about the team training on the equity analysis tool that was led by Dr. Keisha Scarlett and Marquita Prinzing from Seattle Education Association (SEA). There were more joint trainings this year than in previous years.

Director DeWolf asked how part of the increase is funded with capital. Dr. Codd clarified that it would fund technology training.

Director Burke asked about budget planning and impacts in future years. Dr. Codd confirmed this was a request to add this information to the BAR if the information is available. Dr. Codd thanked Ms. Anderson-Moore and team for their all their hard work.

Director DeWolf motioned to move the item forward for approval as amended. Director Burke seconded. This motion passed 2-0.

Director Harris arrived at 8:17 a.m.

### **III. Review of the September 18 and October 2 legislative session agendas**

Ms. Wilson-Jones reviewed the draft September 18 agenda. She noted that Rainier Beach High School is scheduled for student comments, and that the agenda would be corrected. Ms. Wilson-Jones noted that no student presentation was scheduled and that the agenda could be updated to reflect this.

Director Burke moved to approve the September 18 agenda with the correction and update noted. Director DeWolf seconded. This motion passed unanimously.

Ms. Wilson-Jones reviewed the draft October 2 agenda. She noted that Chief Sealth International High School would be providing student comments and that this would be corrected on the agenda. She noted that no student presentation was scheduled and that the agenda could be updated to reflect this.

Directors requested that Action Items 2, 3, 4, 5, 6, 9, and 10 be placed on the Consent Agenda.

Director Buke moved to approve the October 2 agenda with the correction and updates noted. Director DeWolf seconded. This motion passed unanimously.

### **V. Executive Session**

Executive Session: To discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency

At 8:28 a.m., Director Harris announced that the Executive Committee was immediately recessing the Special Board meeting into executive session to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency and that the session was scheduled for approximately 10 minutes, with an anticipated end time of 8:38 a.m.

Director Harris called the executive session to order at 8:28 a.m. Directors Harris, Burke, and DeWolf were present. Staff present were Superintendent Denise Juneau; Greg Narver, Chief Legal Counsel; Ronald Boy, Senior Assistant General Counsel; Erinn Bennett, Executive Director of Government Relations and Strategic Initiatives; Ellie Wilson-Jones, Director of Policy and Board Relations; DeLinda Wiley, Executive Assistant; and Sherri Kokx, Senior Advisor to the Superintendent.

At 8:37 a.m., Director Harris recessed out of the executive session.

The Board Special meeting reconvened at 8:38 a.m.

#### **IV. Special Attention Items**

##### 1. District VII Appointment Process Update

Ms. Wilson-Jones provided an update regarding the September 11 District VII Candidate Forum.

Director Burke requested clarification on what information should be read from questions that are submitted, in addition to the information about whether the question is identified as coming from a District VII resident. Director Harris stated that additional information, beyond the question and that it is from a District VII resident, if applicable, should not be read and that Director Burke should indicate on the cards what information is to be read.

Directors confirmed that Director Burke will randomly draw the questions, read each one, and indicate the information the moderator should read.

Ms. Wilson-Jones noted that the three finalists will be emailed to provide them with a link to the upcoming September 18 Board meeting agenda, the oath of office, to explain the voting options for the Board meeting, to remind them of the logistics of the meeting, and to provide a link to the Board calendar and call out important meetings and committee assignments.

Ms. Wilson-Jones asked Directors how they would be approaching the discussion and voting for the appointment for District VII. Director Harris asked for recommendations from staff. Mr. Narver explained that the Board may determine how they wish to conduct the vote, but that four votes will be required. Superintendent Juneau confirmed that the appointment process is determined by the Board. Directors discussed.

Directors determined that the Board President will make a motion to place the three finalist candidates before the Board for voting. Each Director will then have an opportunity to speak to the one candidate they are recommending. Director Harris stated that she will move alphabetically by last name, beginning with Director Burke. Once each Director has stated their recommendation, Director Harris stated that staff will conduct a roll call vote in reverse alphabetical order beginning with Director Pinkham.

Directors determined that if one candidate receives four votes, then that candidate will be appointed as the Director for District VII, having secured the required majority. If no candidate receives four votes, Directors decided the Board President will make a new motion to put before the Board those finalists that received the most votes in the prior round of voting. In the event of a three-way tie, Directors determined there would be a revote on the full slate of candidates. Directors determined that the Board will continue voting in rounds, removing the candidate with the lowest number of votes each time, until one candidate receives the required four-vote majority. Directors determined that the order in which Directors vote will reverse with each round.

Ms. Bennett noted that a new Board photograph will be needed, and Ms. Campbell noted that Public Affairs staff would be reaching out to the candidates to prepare materials for the website and press materials.

## 2. September 21 Board Retreat

Ms. Bennett summarized the agenda for the day. Director Harris stated that during the Board Reflection agenda item Directors will have the opportunity to speak to what has worked and what hasn't worked.

## 3. Transition for New Board Directors

Director Harris requested thoughts regarding the transition process and what should be done differently between the Board election and seating of new Board members. She stated that there is an enormous amount of information to be absorbed and spoke to ways the onboarding process could be expanded.

Director DeWolf noted that an orientation binder had been provided to him when he joined the Board and that he had met with staff.

Directors discussed orientation materials and Director Harris suggested new Directors meet with outgoing Directors, if they are willing, to facilitate the transfer of knowledge.

## **VI. Board Policies and Procedures**

### 1. Board Policy 1400, Meeting Conduct, Order of Business & Quorum; Board Policy No. 1430, Audience Participation; Board Procedure No. 1430BP, Audience Participation

Director Harris spoke about the need to start collecting ideas about meeting timing and public testimony prioritization and noted that new Directors would be joining the Board and that she did not wish to encroach. Director DeWolf spoke to the ongoing work of current Board Directors and stated that decisions should be thoughtful and not be rushed.

Superintendent Juneau noted that this is a good conversation to have, and suggested waiting for input from new Directors.

### 2. Policy 1620/1620BP, Board-Superintendent Relationship

Director Burke provided a verbal update on work to revise Board Policy No. 1620 and Board Procedure 1620BP, Board-Superintendent Relationship. He suggested utilizing current Directors' work on the policy and procedure and that revisions be brought to Executive Committee in October.

Director Harris asked that any policy and procedure changes be paired with materials showing the conversations that had been had to date on the topic. Superintendent Juneau and Director DeWolf noted the challenges of understanding the meaning of this policy and procedure without context. Directors DeWolf and Burke suggested moving forward with changes. Director Harris stated that she disagreed.

Director Burke stated that further conversation should continue in October with a packet of materials. Superintendent Juneau confirmed with directors that the existing Board Policy No. 1620 and Board Procedure 1620BP remain in effect.

## **VII. Standing Agenda Items**

### 1. Community Engagement / Public Affairs

Ms. Campbell provided an update on the Communications Department, Customer Service Department, Web Team and the Media Operations Center (MOC). The Customer Service Department rolled out Let's Talk, and has found it is working well. Director Harris stated that she would like to know when the Board will get to see data. Ms. Campbell suggested that Heidi Henderson-Lewis provide an update during the next meeting. Ms. Campbell provided further updates regarding work to address phone systems and wait times and improve the effectiveness of customer service. Ms. Campbell noted that Edgar Riebe has been hired as the new MOC Manager and spoke to work underway to improve the reliability of Board meeting filming. Ms. Campbell reported on work by the Communications team to provide operational support for the start of schools and related to the Strategic Plan.

Director Harris noted a concern she had heard regarding notifications being provided to both households in two household families. Ms. Campbell noted follow-up would be required and provided an update on the website and work underway to audit the most-visited pages and to improve the design of the Special Education page. She noted that work to redesign the MySPS internal website is ongoing and spoke about next steps to identify an ADA accessible website option for Ethnic Studies and to consider these needs in identifying the business requirements for a new website vendor.

Director Burke noted prior discussion during the Curriculum & Instruction Policy Committee meeting.

Directors discussed ADA accessibility requirements, and Directors Harris and Burke requested Mr. Naver review the issue.

The Community Engagement update was provided later in the meeting.

### 2. Government Relations

This item was not discussed.

### 3. Strategic Plan Update

This item was not discussed.

### 4. Board Calendar/Work Plan

Director Burke requested that Since Time Immemorial training be provided during the March Board retreat.

### 5. Executive Committee Work Plan

Director DeWolf requested Board Policy No. 1620 and Board Procedure 1620BP be placed on October 10 Committee agenda.

### 6. Board 2019 Goals Update

Ms. Wilson-Jones noted the Board's adopted goals.

Director Harris asked Director Burke about work on Board Policy No. A02.00, Performance Management. Director Burke noted the importance of this work. Director Harris asked Mr. Narver to review the policy.

Ms. Wilson-Jones noted the Board's goal with regard to holding two offsite work sessions as a pilot. Director Harris suggested holding an offsite work session at Lincoln High School and discussed the library as a location. Ms. Bennett confirmed that staff would research the logistics for the next Executive Committee meeting.

#### 7. Annual Reports Status List

This item was not discussed.

Director Harris invited Dr. Scarlett to provide a Community Engagement.

Dr. Scarlett noted the hiring of the new Director of Stakeholder Engagement Kirk Mead. He will lead the family and community engagement work.

Dr. Scarlett reported on the use of Zoom for upcoming community engagement and noted community questions from Washington Middle School families/community with specific questions about STEM by TAF.

Director Harris requested more information about where announcements have gone. Dr. Scarlett reported on information provided to PTSAs, school leaders and feeder schools. Directors and Dr. Scarlett discussed additional opportunities for engagement.

#### **Adjourn**

Director Harris adjourned the meeting at 10:04 a.m.