

**Board Special Meeting**  
**Executive Committee**  
May 20, 2020 8:00 a.m. – 10:00 a.m.  
*Meeting held remotely*



**Minutes**

**I. Call to Order**

1. Roll Call

Director DeWolf called the meeting to order at 8:00 a.m. Directors DeWolf, Hampson, Harris and Rivera-Smith were present.

Staff present were Superintendent Juneau; Sherri Kokx, Senior Advisor to the Superintendent; Greg Narver, Chief Legal Counsel; Dr. Clover Codd, Chief Human Resources Officer; Dr. Keisha Scarlett, Chief of Equity, Partnerships, and Engagement; Carri Campbell, Chief of Public Affairs; Erinn Bennett, Executive Director of Government Relations and Strategic Initiatives; Ellie Wilson-Jones, Director of Policy and Board Relations; DeLinda Wiley, Executive Assistant; Manal Al-ansi, Director of Racial Equity Advancement; Thomas Poulos, Director of Labor Relations; and Trina Kaye, Executive Assistant.

Director DeWolf noted that the meeting was being held remotely consistent with the Governor's Proclamation prohibiting the meeting from being held in person due to COVID-19. Director DeWolf noted that the public had been provided remote access.

2. Approval of agenda

Director Hampson moved to approve the agenda. Director Harris seconded. This motion passed unanimously. (Directors Hampson, Harris and DeWolf voted yes)

3. Approval of April 22, 2020 Executive Committee meeting minutes

Director Hampson moved to approve the April 22, 2020 Executive Committee minutes. Director Harris seconded. This motion passed unanimously. (Directors Hampson, Harris and DeWolf voted yes)

**II. Board Action Items**

**1. Approval of Operations Data Dashboard**

Superintendent Juneau noted the Operations Data Dashboard is part of Superintendent Evaluation Goals for 2019-2020 and spoke to revisions to streamline and align the dashboard with the Strategic Plan and to move toward having one district dashboard. Superintendent Juneau thanked staff for making this happen.

Director Hampson asked about the relationship between the changes and the fact that district has been reviewing certain key performance indicators (KPIs) from year-to-year. Ms. Bennett spoke about the KPIs selected and noted the similarity to measures reviewed by the Board during the March Board retreat. Director Hampson and Ms. Bennett discussed the selection of KPIs, relationship to prior measures, and data collection. Director Hampson noted her concern with changing KPIs midstream and

noted questions about the selected measures. She spoke to concerns with the family satisfaction survey as a source of data and noted that it is not based on a representative sample. She spoke to the need for clearer connectivity on why the included measures were selected. Ms. Kokx explained Research and Evaluation staff are working with the University of Washington as well as Southeast Seattle Education Coalition (SESEC) to learn from both organizations in order to reach those furthest from educational justice. Director Hampson, Ms. Kokx, Ms. Bennett, and Superintendent Juneau discussed the alignment of the measures with the Strategic Plan. They discussed adding a measure related to students to the dashboard.

Director Hampson and Dr. Codd discussed the measure related to classrooms with a teacher on the first day. Ms. Kokx noted that student data would be provided on the academic data dashboard. Director Hampson and staff spoke about how data will be presented in a combined format.

Director Harris asked whether the family satisfaction survey would be completed in the 2019-20 school year and about related language in the materials. Director Harris and staff discussed the timeline of the survey and adjustments to the survey.

Director Harris asked about community engagement and noted the Board Action Report was incomplete. Ms. Bennett answered that the information would be added.

Director Harris and Ms. Bennett discussed how other KPIs measured by divisions will be reported, including through Oversight Work Sessions. Director Harris asked for additional information about how KPIs for each division will be communicated publicly and asked that the information be shared in the Friday Memo.

Ms. Kokx confirmed that family surveys would not be conducted in 2019-20 and that the materials would be updated.

Director Harris moved this item forward with a recommendation for consideration. Director Hampson seconded. This motion passed unanimously. (Directors Harris, Hampson and DeWolf voted yes)

## **2. Approval of the 2020-21 Superintendent Evaluation Documents**

Superintendent Juneau spoke about the annual process per Board Policy and the Superintendent's contract for developing the annual evaluation documents. She noted prior meetings with Directors of the Executive Committee to develop the documents and to build off the prior year's goals. She noted that the documents include an overarching leadership goal based on the state model evaluation integrating human resources.

Director DeWolf spoke about meaningful and robust conversation with the Directors and noted he was proud with how the metrics came together.

Director Harris noted an additional question on the prior item, the Operations Data Dashboard, and asked about the relationship between the West Seattle Bridge closure and expected challenges and the transportation piece of the dashboard. Ms. Kokx replied that Mr. Podesta feels comfortable keeping this measure on the data dashboard.

Director Hampson thanked Ms. Bennett for her work with Directors to develop a matrix and leadership evaluation.

Directors Harris and DeWolf discussed the upcoming work session on the 2019-20 Superintendent Evaluation.

Director DeWolf noted appreciation for Directors Harris and Hampson and Ms. Bennett for taking their ideas and interest and putting it together. Director DeWolf noted the metric regarding executive leadership and management and the focus on the Human Resources division.

Director DeWolf led Directors in a review of the item utilizing the Racial Equity Analysis Tool, for inclusion as an attachment to the final Board Action Report.

Superintendent Juneau and Dr. Scarlett spoke about the use of the Racial Equity Analysis Tool to shape actions at the beginning of the process rather than to reflect on an item after it has been developed.

Director Harris noted that it would help when BAR's are coming if they have a summary of the Racial Equity Analysis and Community Engagement tools. Director Hampson spoke about the Board prioritizing racial equity analysis and incorporating it into the Board's annual goals.

Director Harris moved this item forward with a recommendation for consideration. Director Hampson seconded. This motion passed unanimously. (Directors Harris, Hampson and DeWolf voted yes)

### **3. Approval of the successor collective bargaining agreement between Seattle Public Schools (“the District”) and the Seattle/King County Building and Construction Trades Council (“the Council”) for September 1, 2019 through August 31, 202**

Mr. Poulos reviewed the changes under the proposed collective bargaining agreement including wage increases and other changes under the agreement.

Director Hampson and Mr. Poulos discussed benefits changes related to the School Employee Benefits Board and the impact for temporary employees for shorter term contracts. Mr. Poulos spoke about working to remain competitive in recruiting employees through an hourly premium as health insurance can no longer be funded.

Director Harris and Dr. Codd spoke about employees moving to electric payment schedules. Ms. Codd spoke about the Seattle Education Association (SEA) moving to online paystubs and noted some individuals still receive a paper paycheck. Director Harris asked about the number of employees and if it is more expensive. Ms. Berge replied over 700 employees (temporary summer workers and regular employees).

Director Harris asked about whether there was a connection to the Student and Community Work Force Agreement, and Director DeWolf and Mr. Poulos confirmed there was not a connection.

Director Harris noted a concern with policy-setting through Collective Bargaining Agreements.

Director Harris moved this item forward with a recommendation for approval. Director Hampson seconded. This motion passed unanimously. (Directors Harris, Hampson and DeWolf voted yes)

### **III. Review of the May 27 and June 10 legislative meeting agendas:**

Ms. Wilson-Jones provided a summary of the May 27 agenda. She noted that Introduction Item #8 (Amend Board Policy No. 3207, Prohibition of Harassment, Intimidation and Bullying) would be removed because it did not move forward from the Curriculum & Instruction Policy Committee. Ms. Wilson-Jones noted the committee recommendations for other items that moved forward from the Curriculum & Instruction Policy Committee.

Director Hampson asked about shifting Introduction items to Introduction and Action. Director Harris spoke about minimizing Introduction and Action items for transparency.

Director DeWolf moved to approve the May 27 agenda as amended to remove Introduction Item #8. Director Hampson seconded. This motion passed unanimously. (Directors DeWolf, Hampson and Harris voted yes)

Ms. Wilson-Jones provided a summary of the June 10 agenda. She noted the agenda falls after the Governor's current proclamation regarding holding public meetings remotely, but that the remote format without public comment had been continued on the draft agenda for the Committee's review.

Director Harris and Mr. Narver discussed the Governor's expiring proclamation regarding the Open Public Meetings Act and the format for the meeting. Mr. Narver confirmed that public comments could be taken remotely if the Committee wishes and spoke about uncertainty regarding meetings taking place after the proclamation expires on May 31.

Ms. Wilson-Jones explained that Action Item #1 (Resolution 2019/20-28 Affirming Inclusion of Our LGBTQIA+ Students, Staff, & Community) has been included pending further word on whether current agenda restrictions would be continued by the Governor, but that the item may need to be removed. She noted again that Action item #9 (Amend Board Policy No. 3207, Prohibition of Harassment, Intimidation and Bullying) had not advanced from committee and would need to be removed. Ms. Wilson-Jones explained that Introduction Item #3 (Revising Board Policy No. 6901, Capital Levy Planning, and Adopting Board Policy No. 6900, Facilities Planning) had been held during the current agenda restrictions and also would need to be removed if they were continued. Ms. Wilson-Jones spoke to the intention to resume public testimony, remotely, for the June 24 Regular Board meeting.

Director Hampson recommended Action Items 19, 18, 15 be moved to the Consent Agenda and noted a correction needed to the numbering on the agenda.

Director DeWolf recommended Action Items 3, 5, 7 and 8 be moved to the Consent Agenda.

Director Harris suggested retaining Action Item 3 as an Action Item.

Ms. Wilson-Jones confirmed the items that had been requested to be moved to the Consent Agenda.

Director Harris moved to approve the June 10 agenda as amended to move Action Items 5, 6, 7, 8, 15, 16, 18, and 19 to the Consent Agenda. Director Hampson seconded. This motion passed unanimously. (Directors Harris, Hampson and DeWolf voted yes)

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

##### **1. 2020-21 Board Calendar**

Ms. Wilson-Jones explained each year the Executive Committee must approve the calendar for the following school year. Ms. Wilson-Jones noted the draft calendar and accompanying memo had previously been provided to the Committee for review in April and that no feedback had been received. She noted that some conflicts with religious observances, as detailed in the memos included in the April and May meeting packets.

Director DeWolf moved approval of the 2020-21 Board Calendar by the Executive Committee. Director Hampson seconded. This motion passed. (Directors DeWolf and Hampson voted yes. Director Harris had lost connection and did not vote.)

## **2. June Board Retreat**

Director DeWolf explained the Board Retreat is scheduled to take place on June 6 as a virtual meeting. Director DeWolf provided a summary of the agenda and suggested moving the Strategic Plan content to a weekday meeting.

Directors Rivera-Smith and Hampson noted their preference for retaining a Saturday meeting.

Director DeWolf asked Directors if there are other items that can move to committee and have only the two-hour Strategic Plan on the agenda. Director Harris would like to keep the book conversation at the June Board Retreat.

Director DeWolf confirmed they will keep the book discussion and Strategic Plan portion of agenda and move the racial equity practice out to committees. Director DeWolf will take feedback and plan accordingly.

## **3. Policy No. 0030, Ensuring Educational & Racial Equity, Annual Report**

Dr. Scarlett spoke to the district's work to align with Board Policy No. 0030, Ensuring Educational & Racial Equity, and the district's Strategic Plan, Seattle Excellence. Dr. Scarlett summarized format changes for the annual report and expanded information provided.

Director DeWolf asked for a presentation on the report during a Regular Board Meeting during the Superintendent Comments to highlight the very thorough report. Ms. Bennett will let Superintendent Juneau know.

Director Harris thanked Dr. Scarlett for making the format consistent across all of the divisions.

Director Harris asked if the report will be posted on the website, and Dr. Scarlett spoke to sharing the report online and through other means

Director Hampson thanked staff for comprehensiveness of the report. Director Hampson asked how the Board could best support the work and about staff receptivity to the work. Dr. Scarlett spoke about the Superintendent Evaluation, which is focused on early literacy work, and about the reorganization of the system for teams to work together, with Equity, Partnerships and Engagement working across divisions. She noted an increased motivation amongst the Superintendent's direct reports. Dr. Scarlett noted they started this process for the report in early April, and staff was very responsive and eager to share. She spoke about the shift in the format of the report, work of the Equity and Race Advisory Committee, and

ongoing work to develop an Anti-Racism policy. She noted that discussion of racial equity has been normalized across the system but grounding concrete actions in racial equity is more challenging.

Director Hampson spoke about the use of a Racial Equity Tool by Internal Audit. Dr. Scarlett noted they are currently working with new divisions and departments and spoke to a facilitated discussion with the Capital Department.

Director DeWolf appreciates the report because it seems to be all across the organization.

Director Rivera-Smith noted the great information and it's been well received in the community. She encourages staff to post the information where they can.

#### **4. Board Committee Work Plans** *(written update only)*

Ms. Wilson-Jones noted the work plans for each Board Committee have been provided as written updates.

#### **V. Board Policies and Procedures**

There were no items to discuss under this agenda item.

#### **VI. Standing Agenda Items**

##### 1. Executive Committee Work Plan

Director DeWolf noted that the Committee has been working to address planned policy and Board Goals work for the year, but has had to do so while responding to the COVID-19 emergency and under the limitations of meeting remotely. He noted that because of these unforeseen circumstances and due to limitations from the Governor on the agenda items permitted at this time, some of the Committee's planned work has shifted to future months.

Ms. Wilson-Jones noted that many of items planned for June were previously planned to be addressed in prior months, but had been delayed due to COVID-19 related agenda limitations.

Director DeWolf discussed holding an additional Executive Committee given that Committee discussions were limited in May, April, and March.

#### **Adjourn**

Director DeWolf adjourned the meeting at 10:39 a.m.