

BOARD SPECIAL MEETING OPERATIONS COMMITTEE



2445 – 3rd Avenue South, Seattle WA 98124

April 21, 2016
Stanford Center, Board Conference Room

Approved Minutes

Director Stephan Blanford called the meeting to order at 4:31pm. Directors Jill Geary and Scott Pinkham were also in attendance. Assistant Superintendent Pegi McEvoy, Associate Superintendent Flip Herndon, Capital Projects Director Richard Best and Assistant Superintendent Clover Codd staffed the meeting.

The agenda and minutes of the March 17 and March 31, 2016 meetings were approved.

Monthly capital financial report for January 2016: Melissa Coan reviewed the financial report stating that the current capital fund balance is \$141.6 million; the ending program fund balance is estimated to be \$6.4 million, which is an increase from last month due to interest earning collections within BTA III.

Microsoft Licensing Agreement renewal: Chief Information Officer Carmen Rahm, David Oestreicher, director of technology, and Jim Young, IT manager of systems operations, presented the Microsoft License renewal board action report. Mr. Young explained that the renewal, which occurs each year, allows us to use the latest versions of Microsoft products, Office 365 for online products and the last versions of Office and Windows for district computers. Three bids are sought and the lowest bid is chosen; any increase is attributed to an increase in the number of students. The committee moved this item forward to the full board for approval.

BTA III: Program underspend transfer to the Leschi reroof project budget: Richard Best provided background information regarding the Leschi reroof project. An entire replacement was not originally planned however Facilities reported the roof to be in generally poor condition and recommended an entire replacement. After researching the costs with the architects it was determined that an additional \$950,000 increase to the project budget is needed. Mr. Best noted that since the roof is undergoing a complete replacement the project required added insulation to meet energy code requirements. In addition, he indicated that the project included some minor structural work for installation of the geothermal wells. The committee moved this item forward to the full board for consideration.

BEX IV & BTA IV: Award Architectural & Engineering Services Contract P1436 to Bassetti Architects, for modernization of Lincoln High School: In his presentation of the board action report, Richard Best stated the primary changes to the A/E agreements are notated in AE Form 1. Items are “redlined” to make any changes from the standard form clearly evident to the contracted parties. Escalation has been included in the budgeting of this project. The committee moved this item forward to the full board for approval.

BEX IV: Final Acceptance for Public Works contract P5045 with Illiad Construction for demolition work at Hazel Wof K8 at Pinehurst Phase I: Richard Best reported that the demolition work was completed in 2015. Within the project there is one change order, not attributed to any errors, but to an added value of implementing geothermal wells for the entire project. Board approval of this action item meets a state requirement in closing out the project and enables the district to receive release documents from

various state agencies. In discussion, the committee members noted that the district is an economic driver and provides revenue to the city economy, something seldom noted by the public or in levy promotions. There was additional conversation around the use of apprentices on district projects; the state requiring that projects above \$1 million dollars have 15% apprenticeship participants. The district does track these percentages, though with the current building boom it is not always possible to achieve as there is a lack of apprentices available. Pursuing an effort to introduce more students into the apprenticeship program as a positive endeavor was proposed. The committee moved this item forward to the full board for approval.

Board Policy 3208 Annual Report: Assistant Superintendent Clover Codd presented the written report on the sexual harassment policy with an apology that it had not been presented in August 2015. There had been some discussion in interpretation of the policy as to whether it is required to be written or orally communicated. There have been oral annual reports at various time and locations however between May and October there was no one in a formal role overseeing the activities. Kelli Schmidt, as the Student Civil Rights Compliance Officer of the Office of Student Civil Rights is now in that position and will present the written report in August 2016.

Data for the report are derived manually from case logs in Human Resources, Security and the Student Civil Rights Office. The district does not have a software case management system in place. The Students Rights Office now has budgeted money for the implementation of such a system which will facilitate the creation of reports.

Bell times implementation update: Flip Herndon reported that the task force has discussed the impact of bell time changes on athletics and the joint use agreement (JUA) with the City of Seattle. There are ongoing meeting with Parks Department to incorporate this information in the JUA discussions.

Pegi McEvoy reported the next task force meeting will be next week. The Task Force's parent survey was open for 3 weeks and the district received approximately 1900 responses currently being analyzed. Next steps will include creation of the school planning check list, finalizing the Opt In list prioritization formula for changing tiers, and analyzing the Opt In list school data for ranking. The Task Force will consider community input requesting that special education impacts be factored into prioritization as well as Title I status and FRL data. Enrollment numbers have just been received and transportation routing has begun. Per earlier commitments to the Board, Opt In schools will be notified no later than May 31st, however the goal is to notify them earlier if possible.

Director Blanford adjourned the meeting at 5:50pm.