

Board Special Meeting

Operations Committee

February 6, 2020, 4:30 – 6:30

Board Office Conference Room, John Stanford Center

2445 – 3rd Avenue South, Seattle, WA 98134



Minutes

Call to Order

1. This meeting was called to order at 4:31 p.m. Directors Mack, Hersey, Rankin, Rivera-Smith were present. This meeting was staffed by Chief Operations Officer (COO) Fred Podesta.
2. Approval of agenda

Committee Coordinator Jen Lincoln alerted the committee that Capital Projects Financial Manager Melissa Coan was out sick. Therefore, the monthly Capital Financial Budget Report was removed from the agenda and proposed for the additional Operations Committee meeting on February 13, 2020.

Mr. Podesta requested combining the Transportation Services Standards BAR and the update on the district's relationship with King County Metro into one item. The Committee accepted this suggestion.

Director Rankin moved to approve the agenda amended. Director Hersey seconded. This motion passed unanimously.

3. Approval of meeting minutes

Director Hersey moved to approve the January 9, 2020 meeting minutes. Director Rankin seconded. This motion passed unanimously.

Standing Agenda Items

1. Draft 2020 Committee Work Plan, and Facility Capital Projects BAR Management Schedule
 - A. Ms. Lincoln will add this month's Capital Budget Financial Report to the February 13 meeting agenda.
 - B. Ms. Lincoln will change "Preview" to "Review" and the later "Review" to "Presentation" on the Committee workplan.
 - C. The Student and Community Workforce Agreement (SCWA) Task Force is presenting its recommendations to the full Board on March 18. Therefore, they will not be conveyed at the March 12 Operations Committee meeting.
 - D. The Committee agreed to request an additional meeting on April 27, for two additional schematic design presentations.
2. Capital and Operations Community Engagement
 - A. Ms. Lincoln will add the March 18 Work Session on SCWA and the April 27 Operations Committee meeting to the list of meetings on the back of the agenda.

- B. Director Mack requested the status of extending Open Enrollment and how the district is communicating with families about the extension. Chief Financial Officer (CFO) JoLynn Berge explained that the final decision about the extension is due on February 7. She reported that the website banner was updated daily. She would request additional information from Communications and share that with the Board.
- C. Director Rankin requested an update on enrolling at Washington from CFO Berge.
- D. Director Hersey inquired about the Board's role and the district's plans for engaging and supporting the Kimball students and families affected by attending two interim site schools due to the projects planned Kimball, Van Asselt, and Mercer. He highlighted that Kimball's demographics reflect a high population of students furthest from educational justice. The interim sites make it more difficult for the families to engage with the school.
- E. The Committee discussed a community meeting with staff and Board Directors to establish the current status, the resource constraints, and upcoming boundary changes.
- F. Mr. Best suggested that planning for this meeting start with two-by-two meetings of Board Directors with himself and Mr. Podesta.

3. Design Modification/Construction Change Order Review

Mr. Best reported he met with Director Rivera-Smith to discuss the Change Order review process and the current change orders. Director Rivera-Smith asked to reschedule their February meeting to allow more time for questions and discussion.

Board Action Reports (Discussion and/or Action)

1. Transportation Services Standards and Next Steps

- A. Director of Transportation Jeff Bronstein highlighted the changes in the Transportation Services Standards between last year and this year. This year's document clarifies that the TSS is primarily about ridership eligibility. It doesn't outline what the specific transportation is.
- B. He added that future changes will include alternative/specialized transportation options.
- C. He confirmed that bell times are the same in this year's TSS as they were last year.
- D. Mr. Bronstein highlighted that the district added buses for students going to John Marshall from West Woodland. This cost will come from the Capital Budget because its due to an interim site.
- E. He also noted grandfathering changes, which provided additional general education buses for Maple and Webster students.
- F. Director Mack requested that supplemental service, for example for Lincoln High School, be reviewed and added into the TSS before it goes to the Board for Introduction.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for consideration with revisions as discussed. Director Hersey seconded. This motion passed unanimously with a request for the full Board to see the redline and a clean document.

2. Relationship w King County Metro

- A. Mr. Bronstein reported that he and Mr. Podesta met with Metro about increase Metro ridership with SPS students and adding new route connections for the student riders to their schools. Mr. Podesta added that Metro needs data from SPS in order to consider this adjustment. The district is including this matter with start-of-school planning. Data would include enrollment data and projections and identifying where new or adjusted routes are needed.

- B. Director Mack expressed concerns about student safety on metro buses. Mr. Bronstein relayed that Metro was attentive and open to discussions about roles and responsibilities and cross disseminating training for student safety on buses. Mr. Podesta explained that the district has a standard Metro agreement in place, similar to what they do with any purchaser of Orca cards in high volume. Right now, there is nothing in place about additional safety. He suggested that additional agreements could come into place regarding the appropriate ages for unaccompanied minors using public transportation.
- C. Director Mack an update, on next steps and upcoming meeting, at the March or April Operations Committee meeting.

3. BEX V: Approval of additional funding and deliver acceleration for the student computer refresh to support teaching and learning and equitable access for students district wide

- A. Ms. Berge reminded the Committee that in June 2019 the Board approved the roll-out of the new computers in 1:1 and 2:1 programs.
- B. In 2019 the funding came from BTA IV. Now, the Department of Technology Services request additional funding from BEX V to complete the school roll-outs and replace aging laptops.
- C. Nancy Petersen clarified that this action would accelerate the program by two years and better meet the needs and interests of many of the school populations.
- D. Ms. Berge explained that accelerating this program would replace the SAP project and allow more time for research and planning the SAP project.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Hersey seconded. This motion passed unanimously.

4. Recommendation to Extend Contract Terms and Amend Contract Amounts for Furniture Procurement for 2020-2021, Bid No. B05866

- A. Furniture Manager Anita Hornby explained that this is a one-year extension on an existing approve contract. The contract and the related furniture will remain the same as was approved in the past.
- B. Director Mack requested additional language in the BAR background to articulate when the contracts were originally approved.

Director Hersey made a motion to move this item forward to the full Board with a recommendation for consideration, with revisions. Director Rankin seconded. This motion passed unanimously.

5. Lease Agreement for Capital Warehouse located at Ellis Street

- A. Mr. Best explained that this is a seven-year lease agreement on a warehouse site that the district has used for three years.
- B. The warehouse is used to store furniture for immediate enrollment needs, such as when students show up unexpectedly, and other Capital items like solar panels.

Director Hersey made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

6. BEX V : New-in-Lieu Replacement Option for Rainier Beach High School replacement project

- A. Mr. Best clarified that the plan is to replace, rather than modernize Rainier Beach High School.
- B. This BAR requests approval of a Resolution required for the OSPI D-Form to be eligible for State Construction Assistance Funds.

Director Hersey made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

- 7. BEX V: Award Contract P1672, for Construction Project Management Services, to Shiels Obletz Johnsen, Inc. (“SOJ”) for the Van Asselt Classroom Addition and Mercer Middle School Replacement project

- A. Mr. Best highlighted that this contract is the first approval in the projects for Van Asselt and Mercer.

Director Rankin made a motion to move this item forward to the full Board with a recommendation for approval. Director Hersey seconded. This motion passed unanimously.

- 8. BTA IV: Final Acceptance of Contract K5101 with King County Directors’ Association (KCDA) and Musco Sports Lighting, LLC for the Athletic Field Lights at Roosevelt High School project

- A. Mr. Best highlighted that project came in under budget since this site only needed four lights instead of the anticipated six.

Director Hersey made a motion to move this item forward to the full Board with a recommendation for approval. Director Rankin seconded. This motion passed unanimously.

Special Attention Items

- 1. Playground Redevelopment Funds for Maple Elementary School

- A. Self-Help Projects Manager Gretchen DeDecker reminded the Committee about the Board established \$1M Playground Redevelopment Project Fund, which was developed to support the Title 1 schools, and can be applied to any play structure or deficient playground infrastructure.
- B. She reported that Self-Help approved \$100K toward the playground project at Maple Elementary School.
- C. She conveyed that Self-Help Playground Redevelopment funds are sourced by the levy (\$1M) and an annual contribution of \$30K from Capital Projects for things like permitting and temporary fences.

- 2. Annual Report for Policy 4260

- A. Director of Facilities Frank Griffin presented a report of the categories of renters using school buildings after hours, and how they used the sites.
- B. Director Mack requested that the report be revised to include the names of the organizations that comprise each category. Mr. Griffin agreed to provide the additional detail.
- C. Director Mack requested dates for when the agreement between Seattle parks and Recreation and the district would come to the Committee and when it goes to the Board.

Adjourn

This meeting adjourned at 6:44PM