

Minutes

Call to Order

1. This meeting was called to order at 4:30 PM. Directors Mack, Hersey, Rankin, and Rivera-Smith were present. This meeting was staffed by Chief Operations Officer Fred Podesta.
2. Approval of agenda

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

Special Attention Items

1. Schematic Design Presentation: Magnolia Elementary School Phase 2
 - a. Senior Project Manager Mike Skutack introduced the project team: Project Manager David Jackson and Mahlum Architects Corrie Rosen and David Mount.
 - b. Mr. Skutack reminded the Committee that this project provides capacity for an additional 150 students with 2-story 6-classroom addition with shared learning commons.
 - c. Ms. Rosen presented the project in more detail:
 - i. She conveyed the project schedule and occupancy date of Fall 2021.
 - ii. She reviewed the landmarked aspects of the building and the years they were completed: 1927, 1931, 1941, 2019,
 - iii. She highlighted the challenges of the site's steep slopes on the east and west sides.
 - iv. Ms. Rosen emphasized the efforts made to honor the community by abiding a set of guiding principles.
 - v. She highlighted that the building additions were oriented to maximize daylight.
 - vi. She confirmed the building's accessibility and that it maintains outdoor areas for play and learning.
 - vii. She described how the new building will bring the school into closer alignment with the standard education specifications for an elementary school.
 - viii. She demonstrated how the new building incorporates the existing building's look and feel through materials.
 - d. Mr. Skutack reminded the Committee that the Board has already approved the contract to start the work. He added that the team is analyzing how to start in May 2020, given that the site is empty due to Covid-19. He noted that the work will continue while the school is occupied.
 - e. Mr. Skutack concluded by citing that the project is funded through a Distressed School Grant and the BEX IV contingency.
 - f. Director Mack reported that Magnolia Elementary School had been closed for 20 years, and suffered significant vandalism before it was restored.
2. Schematic Design Presentation: Coe Elementary School

- a. Mr. Skutack provided background on the project. He reported that Coe Elementary School had burned down while the original landmarked site was under construction in 1999. Director of Capital Projects and Planning Richard Best added that Mahlum Architects were the designers on that project and are back for the current project, to match the new building to the original as closely as possible. Mr. Skutack continued citing that the school is overcrowded, with not space for portables, and that all specialty classrooms, such as music and art, have been repurposed for general education classes.
- b. Ms. Rosen presented the project in more detail:
 - i. She reported that the new Coe will increase capacity to 580 students, with a 3-story, 6-classroom addition plus shared learning areas.
 - ii. She conveyed the project schedule, which was impacted by bids coming in overbudget. The project is now due to start construction in Summer 2020 and occupancy in Fall 2021.
 - iii. She highlighted the “gallery” at the interior of the school, which encourages community, gathering and events.
 - iv. Ms. Rosen explained that the one portable on the site will be removed. Those students will return to the main building. She highlighted that the plan maintains the large play area with clear lines supervision and maintains the views and circulation inside the building.
 - v. She described how the new building will bring the school into closer alignment with the education specifications for a 650-student school.
 - vi. She highlighted the updated security features of the new building, including a secure vestibule at the main entry, A-phone, card reader, and programmable key card readers going in at the existing building.
- c. Director Rankin asked about the relationship between Coe and Queen Anne Elementary School, which are only one mile apart and there is already new capacity at Queen Anne. She asked why capacity is being added to Coe when capacity exists at Queen Anne.
 - i. Mr. Best explained that when Queen Anne moved to interim site John Marshall, there were concerns as to whether it would be open in time for school to start. Therefore, families moved their students from Queen Anne into Coe and Hay. The Queen Anne enrollment suffered a decline.
 - ii. Director Mack followed up asking about the enrollment projections for the next school year at these sites. Director of Enrollment Planning Ashley Davies conveyed that she could answer the question at the upcoming work session.
 - iii. Director Mack concluded that there are capacity issues across Queen Anne Hill, which needs to be balanced across the schools.
- d. Director Rivera-Smith asked when Coe was rebuilt after the fire. Ms. Rosen replied that it was 2003. Director Rivera-Smith asked what the school regained from removing the portable. Ms. Rosen explained that they recovered the asphalt play space by the covered play area.
- e. Director Mack asked if the preschool classroom space had been committed to Seattle Preschool or an outside provider. Mr. Best explained that the grant only indicated restoring preschool space. A provider was not named. Director Mack requested a follow-up with that answer.

3. Start of School 2020-21: Status and Concerns (Davies/Asencio)

- a. Ms. Davies described the Start of School team as a set of leads across multiple departments who cooperate on operational functions of opening schools in the fall. They are working together to identify new challenges presented by Covid-19 school closures.
- b. She reported status updates from each of the departments:
 - i. Enrollment Planning

1. Proceeding with annual timelines, as usual
 2. School choice is open until May 31
 3. Waitlists are still active
 4. Staff are following up, by phone, on inquiries about results of Open Enrollment
 5. June projections review is coming up, and will coordinate with Capital Planning regarding capacity needs
 6. Enrollment will coordinate with Budget regarding outliers and staffing needs
- ii. Capital Projects
 1. Assessing what work can work start early due to school closures
- iii. Budget
 1. No changes
- iv. Human Resources
 1. Switched to online platforms for virtual coaching and virtual hiring
 2. Goal continues to be early hiring, so schools are staffed and ready for the fall
- v. Transportation
 1. Still on planned timelines
 2. Need to assess and respond to the closure of West Seattle Bridge
 3. Has been bussing food to families on specific routes, outside of the 26 meal sites, routes are still being added
- vi. English Language Learners (ELL)
 1. This team feel impacts of school closures because they can't screen students right now due to social distancing and closures
 2. Will need to increase resources in schools to identify ELL when school starts
- vii. Special Education
 1. Identifying eligible students is going more slowly since students aren't in schools
 2. Continue to work on these processes
- c. Director Mack commented that the placement of special education is not within the Board sphere but is decided internal to the district staff. She asked if the Board will receive any new information about changes or increases for SpEd programs in various buildings. For example, she cited where Access classrooms would be located or where a SpEd classroom has been added to a school.
 - i. K-12 Planning Coordinator Becky Asencio reported that Capital Projects has a high level view of where classrooms are being added at schools but not the programs.
 - ii. Director Mack followed up to ask if the team has the number total of SpEd classrooms across the district. Ms Asencio replied that they only have the added classrooms.
 - iii. Director Mack requested the total and the programs. Mr. Best agreed that it would be helpful to have the complete picture, especially since SpEd has acquired more space over the years, which reduced the space for general education. He committed to providing the information requested.
- d. Directors Hersey and Rankin raised the issue of the West Seattle Bridge closure and how that will impact student transportation.
- e. Director Rankin indicated she would like to see more detailed information about enrollment projections for the coming year, budgeting, capacity issues, and locations of SpEd programs. She asserted a desire for SpEd services to follow students rather than students routed to a site where the program lives.
- f. Director Mack commented that while the May 5th Work Session will include projection numbers in use now, they are not the same numbers used by Budget. Ms. Davies confirmed that the Work Session will include projections for next year, numbers from the fall, and

current capacity. She indicated that the difference in numbers used by Enrollment Planning versus Budget is primarily seen at the high school level.

- g. Director Mack raised an issue about the relationship between budgeting, the number of teachers assigned, the potential for waitlist moves, and space available. Director Rankin added full time employees, in general, to that list of variables. She asked if staff anticipate a decline or increase in enrollment. Ms. Davies reported that the Work Session presentation focuses on enrollment capacity. She noted that the staffing counts are included in the budget book.
- h. Director Rankin asked to know what has changed due to Covid-19 and the corresponding data. Director Mack asked if Covid-19 meant more or less students for the fall. She asked if the projections included the impacts of COvid-19 or if they employed January projections. Ms. Davies confirmed that Enrollment Planning was still using the January numbers, and there is a June review was coming up.
- i. Director Mack asserted that the District needs a more robust mechanism in June to more accurately update the numbers and bring them closer to Fall actuals.
- j. Director Rivera-Smith asked about contingency planning and who was exploring options for the possibility that schools do not reopen in the fall. Mr. Podesta reported that the Superintendent's Cabinet is working on the issue and identifying potential scenarios. The Cabinet is working with OSPI, government offices, and other superintendents to assess the issues. Mr. Podesta highlighted that the District continues to feed students, distribute technology, and develop remote curriculum.

Board Action Reports (Discussion and/or Action)

1. Mr. Best highlighted that all five of the BARs brought to the Committee have blanks, which will be completed as soon as the contracts are bid.
2. Director Mack asked if the public aspect of the bid process would be modified due to Covid-19. Mr. Best reported conferring with Legal, Contracting Services, and the Senior Project Managers to design a modification. He conveyed that bids will open outdoors, in the covered walkway on the northeast side of the John Stanford Center.
3. Director Mack asked if it would be efficient and appropriate to review and move all five BARs simultaneously. Mr. Podesta agreed. Senior Legal Counsel Greg Narver commented that if there is a distinction in any of the BARs, that it ought to be called out, otherwise, he agreed to condensing the process. Mr. Best reported that the BARs were all for standard summer systems improvements.
4. The five BARs were:
 - a. BEX IV: Approval of Budget Transfer and Award Contract P5132, Bid No. B012042, to _____, for the Whitman Middle School Seismic Improvements project
 - b. BEX V: Award Contract P5145 for Athletic Field Lighting projects at Whitman Middle School
 - i. Director Mack noted that the BAR needs to be updated with the bid number.
 - c. BEX V: Award Construction Contract P5140, Bid No. B032062 to _____ for the Athletic Field Improvements at Ballard High School project
 - d. BTA IV: Award Construction Contract K5120, Bid No. B032063 to _____ for the Athletic Field Improvements at Nathan Hale High School and Jane Addams Middle School project
 - e. BEX V: Award Construction Contract P5146, Bid No. B012039, to _____ for the North Beach Elementary School, Sacajawea Elementary School & Jane Addams Middle School Pavement Repairs project
5. Director Mack asked if the lighting at Whitman had a SEPA process. Mr. Best confirmed that it had been completed.

6. Director Mack highlighted the pavement repairs. Director Rivera-Smith asked how much of the pavement would be repaired and where was it located. Mr. Best clarified that at Sacajawea it was on the southside by the park, at North Beach it was on the North side and playground areas, at Jane Addams it was on the north east part of the site. Director Mack asked that the locations of the pavement improvements be added to the BARs.

Director Hersey made a motion to move all five BARs forward to the full Board with a recommendation for consideration, with Mr. Best's updates. Director Rankin seconded. This motion passed unanimously.

Adjourn

This meeting adjourned at 6:17 PM