High School Growth Mitigation Planning Committee
(HSGMPC)
Wednesday, October 24, 2018
HSGMPC Meeting #1
Everett Public School Community Resource Center
6:00 pm – 8:00 pm

Meeting Minutes

The following list represents all the High School Mitigation Planning Committee Members. The committee list is comprised of community members, parents, students, and Everett Public Schools Administrators. Everett Public Schools Support Staff assist the committee as needed. Highlighted names were in attendance.

Planning Committee Facilitator
Jim Dugan (253.278.8105)

Email Address
jdugan@parametrix.com

HS Growth Mitigation Planning Committee Members
Parent, Student, & Community Members
Christa Bickett
Savannah Bishop
William Chang
Jeff Colon
Alisha Crawley-Davis
Emily Dagg
Melanie Hannasch
Nicole Henry
Jen Hirman
Andrea Ide
Meggan Jacks
Harrison Jenkins
Ethel McNeal
Sandra Mejia
Jeff Melnick
Jennifer Neeleman
Joshua Platte
Heber Redd
Jeff Russell
Dylan Spires
Nichole Stevenson-Bonilla
Brooke Yule

Everett Public Schools Administrator Members
Kevin Allen
Overview
The High School Growth Mitigation Planning Committee was established in response to a resolution from the EPS Board to develop a plan to temporarily mitigate the effects of high school growth. The committee is to represent the entire district and make decisions while considering all points of view. They will use a data driven process in a team work environment to evaluate and analyze potential solutions. The Committee is to develop a recommendation as a team that best reflects the guiding principles and submit the recommendation to the Superintendent for consideration in March 2019.

The committee is made up of 30 members including community members representing the district’s three comprehensive high schools and five middle schools, and principals or assistant principals from each high school and middle school.

The committee will be facilitated by Mr. Jim Dugan from Parametrix, Inc. Additionally, the committee is supported by the following ESD departments and individuals:

Facilities and Planning: Mike Gunn, Darcy Walker, Gerard Holzman, Chuck Booth  
Curriculum, Assessment & Special Programs: Peter Scott, Dana Riley-Black, Catherine Matthews  
Teaching & Learning: Larry Fleckenstein  
Business Services: Jeff Moore, Ruth Floyd  
Transportation: John Pike, Nancy Brown  
Learning and IT Services: Pete Dronzek, Senja Yakoleff, LauriBeth Hull  
Communications: Kathy Reeves, Diane Bradford, Linda Carbajal

The Committee is expected to work over the next five months. The Committee meetings are held on Wednesday evenings between 6:00 PM and 8:00 PM. High School Growth Mitigation Committee
Meetings (HSGMCM) that are complete are noted in yellow below. Future Committee meetings are noted in green below.

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Date</th>
<th>Location</th>
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<tbody>
<tr>
<td>HSGMCM #1</td>
<td>October 24, 2018</td>
<td>Everett Public Schools Community Resource Center</td>
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<tr>
<td>HSGMCM #2</td>
<td>November 7, 2018</td>
<td>Everett Public Schools Community Resource Center</td>
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<td>HSGMCM #3</td>
<td>November 14, 2018</td>
<td>Everett Public Schools Community Resource Center</td>
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<td>HSGMCM #4</td>
<td>December 12, 2018</td>
<td>Everett Public Schools Community Resource Center</td>
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<td>HSGMCM #5</td>
<td>January 16, 2019</td>
<td>Everett Public Schools Community Resource Center</td>
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<td>HSGMCM #6</td>
<td>February 13, 2019</td>
<td>Everett Public Schools Community Resource Center</td>
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<td>HSGMCM #7</td>
<td>February 27, 2019</td>
<td>Everett Public Schools Community Resource Center</td>
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<td>HSGMCM #8</td>
<td>March 6, 2019</td>
<td>Everett Public Schools Community Resource Center</td>
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In addition to the HSGMCM meetings described above, Everett Public Schools is planning two Community Forums which will be held at all three high schools. Dates are tentatively scheduled as follows:

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<thead>
<tr>
<th>Meeting</th>
<th>Date</th>
<th>Location</th>
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<tr>
<td>Community Forums</td>
<td>November 27-29, 2018</td>
<td>Each high school (one per evening)</td>
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<tr>
<td>Community Forums</td>
<td>Late Jan/ early Feb</td>
<td>TBD dates and locations</td>
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The first Community Forum will share the Committee work to date, the challenges and complexities of the work and the goals. The Community Forums will capture any/all feedback for further consideration. Subsequent Community Forums will share the direction and final recommendations under consideration by the Committee.

The committees work is only to recommend. The Superintendent followed by the Board of Directors will make all final decisions regarding revisions to high school enrollment boundaries.

**High School Growth Mitigation Planning Committee – Guiding Principles**

**High School Growth Mitigation Planning Committee**

**Guiding Principles**

*Everett Public Schools*

*The Everett Public Schools Capital Facilities Advisory Committee developed and ranked the following High School Growth Mitigation Planning Committee Guiding Principles. The guiding principles come from the Everett School District 2016-2021 Capital Facilities Plan.*

**REQUIRED GUIDING PRINCIPLES**
1. **CARE**: The potential impacts, both positive and negative, of any boundary change shall be carefully considered.

2. **INCLUSION**: Appropriate opportunities for input from affected parties should be provided prior to making boundary changes.

3. **SOLUTIONS**: Boundary changes should be made in the context of long term solutions, short term solutions not addressing long term issues should be avoided.

4. **PREPARATION**: Boundary changes should be approved with enough lead time to allow families to plan and prepare for implementation of the changes.

5. **NEIGHBORHOODS**: Students should be able to attend schools located within close proximity to their own neighborhood, and if possible, all students living in a neighborhood should attend the same schools.

6. **BARRIERS**: Natural or manmade barriers to safe and efficient transportation routes should be taken into consideration, including pedestrian and vehicular transportation.

7. **INEQUITY**: Boundary changes should be made only after considering where inequities might lie in current boundaries and potential boundary changes; changes that create new or perpetuate existing inequities should be avoided.

8. **CONTINUITY**: Consideration should be given to maintaining consistent elementary school to middle school to high school feeder patterns – where possible.

9. **EFFICIENCY**: Transportation routes should be as efficient and reliable as possible while minimizing the amount of time a student spends in transit to and from school.

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**HSGMP Committee Meeting #1 Agenda**

**Welcome and Thank You**
- HSGMPC Overview

**Work of the Committee**
- Setting the Context
- School Board Resolution
- Committee and Staff Support
- Timeline

**Guiding Principles - Discussion**

**Community Feedback - Presentation**
- Dominant Themes Overview

**Community Feedback - Discussion**
Welcome
Mr. Dugan thanked the committee members for their participation in this important work and the District’s appreciation for the committee’s commitment to the process.

Mr. Dugan asked the committee to approach the work with care, kindness and a commitment to listening. He reiterated that this will be an emotional process and that is okay. The committee will work as a group to get out of the “me” and into the “we”. They will work to establish themes and to find common denominators.

Work of the Committee
- Setting the Context
  Mr. Gunn reviewed the circumstances that led to the formation of this committee which was the growth and over-crowding at Jackson HS. Jackson HS is over-capacity by approximately 450 students. He reviewed the District’s bond campaigns and the failures of various bond measures that included a new high school. He reviewed the enrollment projections and the continuing trends toward growth in the south end of the district.

- School Board Resolution
  Mr. Gunn shared and reviewed the key points in the Board Motion from July 3, 2018 and the Board Resolution from August 28, 2018 that provided for the formation of this committee.

Board motion approved on July 3, 2018
“The board of directors directs the superintendent to bring a proposal to the August 28, 2018 board meeting for its approval defining a committee process, guiding principles, participants, and timeline to develop a plan to temporarily mitigate the effects of high school growth. The committee is to recommend revisions to high school enrollment boundaries beginning fall 2020 to reduce enrollment at Jackson HS; and complimentary and practical program changes, portable classrooms, and minor schedule changes.”
Committee and Staff Support
Mr. Gunn introduced the EPS support staff that were in attendance and reiterated their commitment to supporting this effort. The names of the EPS support staff for the committee is listed above under the Overview section of these notes.

Timeline
Mr. Gunn reviewed the timeline for the committee’s work. The committee will meet 7-8 times between now and March of 2019. The committee will complete their recommendation to the Superintendent no later than March 31, 2019.

Guiding Principles Discussion
Mr. Dugan presented the Guiding Principles for the committee. These are listed above and will remain a part of the minutes for continual reference by the committee members.

Mr. Dugan reminded the members that they are not choosing between good and bad, they are choosing between good and less good. It will be important to give people time to adjust to any recommended changes. Work to try and keep people near the schools where they live, if possible. The committee will consider large amounts of data including future planned housing, inequities, transportation, technology, and economics. People want to be in the District, so the committee will need to determine how to handle the enrollment.

Mr. Dugan acknowledged how difficult this work would be and asked the committee to consider that they may end up with a recommendation that is the most liked solution of a dislikable option. Be prepared for that.

Community Feedback – Presentation
Dr. Gerard Holzman presented the dominant themes from the on-line community feedback and discussed how the themes were to be incorporated for consideration into the committee’s
work. Dr. Holzman reviewed how the community feedback was specifically referenced in the Board Resolution.

The dominant themes were reviewed as follows:

1) Boundary change concerns:
   a. Safety of young drivers
   b. Time (rather than distance) students will be on the buses
   c. Interference with sports and extracurricular activities
   d. Moving far south end of district to Cascade HS
   e. Keep communities together
   f. Allow walking students to remain walkers

2) Maintain current boundaries for current students:
   a. Eliminate current variances at Jackson HS and Cascade HS
   b. Start any boundary move with incoming freshmen
   c. Keep siblings together
   d. Add needed portables
   e. Keep families that live inside Mill Creek city boundaries at Jackson HS
   f. Or, do not move any juniors or seniors away from Jackson HS

3) Rerun the bond for a new high school only:
   a. Use media to communicate overcrowding
   b. Use grants and crowd funding to assist
   c. Improve marketing of needs to community
   d. Find out why more than 40% voted no

4) Use alternate schedules:
   a. Use late/staggered starts
   b. Use structures that will make schools feel smaller such as small schools within schools
   c. Reconfigure school grade levels to K-6, 7-9, 10-12; less support for double shift alternatives

5) Create magnet programs that will attract students:
   a. With math/science emphasis
   b. Make efficient use of Running Start: online classes, and technology
   c. Include technical skill programs like EvCC and Sno-Isle
   d. Utilize all existing high school seats at all times before adding more portable classrooms

6) Select a committee that is representative of the community’s different perspectives:
   a. Include north/central/south families
   b. Working and stay at home parents
   c. Diverse socioeconomic backgrounds
   d. High school students
   e. Members from areas impacted
   f. Communicate why boundary/program/schedule decisions were made or not made

7) Advocate for infrastructure changes:
   a. Address impact fee program with developers and county
   b. Physically redesign current school buildings
   c. Use funds and resources wisely

8) Boundary changes:
a. The quickest way to fix the problem

9) The district’s three high schools are not perceived as being equal:
   a. In education programs
   b. In school culture
   c. In school ratings

10) Move certain groups:
   a. Move renters no home owners
   b. Move new developments (post 2013) out of Jackson HS
   c. Consider moving families that would eventually move to a new high school

11) Share student with Northshore and Snohomish High Schools:
   a. Divide district into two districts – north and south

Community Feedback – Discussion
Mr. Dugan led the group in questions and answers with the following key points established as guidelines for communications and outcomes going forward:

- This is a 5-year solution, but it needs to be harmonious with 10-15-year solution.
- Establish trust, present a solution that makes sense, don’t uproot people to often.
- Nobody wakes up and tries to do the wrong thing.
- Everyone wants to do their best.
- Be kind.
- Be careful of the words you use. Frame your comments in the form of a question.
- Be conscious of perceptions and how they can be construed.
- Data driven decision making will help with mythologies and perceptions.
- Cut through beliefs and answer it with data.
- Answer the angry with facts.
- Be kind.
- Do no harm. You can change things without doing harm, choose wisely.
- To the extent possible leave things better than you found them.
- Use patience.
- Work the answer.

HSGMPC Schedule and Deliverable
Mr. Dugan reviewed the meeting schedule (listed above for easy reference). He indicated the work would be done in small groups and then each group will report out to the larger group. The committee will move forward each meeting. Consensus will be slow to build, but it will be come. Be patient with yourselves. Honor different ways of processing and communicating.

Homework
Mr. Dugan asked each committee member to read all the on-line public comments before the next meeting. Also, as an optional activity, members could take home a district map to help familiarize themselves with the current boundaries.

Closing Comments
Mr. Dugan left the committee with the following considerations to ponder before the next meeting:
- Is it only a boundary change?
- Is it only a portable solution?
• Is there a solution that supports no change to boundaries or portables?

**HSCMPC #1 Parking Lot**  
The following Parking lot questions (Q) / comments (C) not answered at HSCMPC #1 are answered below:

1. **Q: What is the number of empty seats at Sequoia?**  
   A: The October 2018 enrollment at Sequoia HS was...166  
   Capacity and Empty seats:  
   • Sequoia’s capacity is currently calculated the same as all other high schools. On that basis, SEQ’s capacity is... 384. Empty seats = 219  
   • Based on program, and their operating model, the capacity is lower - somewhere around 235. Empty seats = 69  
   • Port Gardner Parent Partnership uses 4 or 5 rooms at Sequoia. Capacity is 96.

2. **Q: Can we get a list of the programs offered at each high school? IE: band, athletics, drama, etc.**  
   A: A few hard copies of the high school catalogue will be available at the next meeting. The online version can be found at: the Students tab of the district website under the link to Graduation or by following this link [High School Course Catalog](#).

Notes are as transcribed via live attendance at meeting by Nicole Brown, Parametrix, Inc. Please forward any corrections, additions or deletions by 11/7/2018 to nbrown@parametrix.com and gholzman@everettsd.org. If no comments or corrections are received, these will become the official meeting record.