

Elementary Boundary Committee

Wednesday, January 10, 2018

EBC Meeting #3

EPS Community Resource Center

5:30pm – 7:30pm

Meeting Minutes

The following list represents all of the Boundary Committee Members. The list is comprised of parents, community members, Everett Public Schools Administrators, Snohomish County support and Everett Public Schools Support. The highlighted names represent those members that attended the January 10, 2018 Elementary Boundary Committee Meeting (EBCM).

Boundary Committee Facilitator

Jim Dugan (253.278.8105)

Nicole Brown

Email Address

jdugan@parametrix.com

nbrown@parametrix.com

Boundary Committee Members

Parents & Community Members

Sheena Bailey (SF)

Christa Bicket (MO)

Alisha Crawley-Davis (FV)

Karl Garreis (SL)

Alla Glotov (SL)

Jen Hirman (CW)

Fatima Lopez (WO)

Adam McKnight (MC)

Jennifer Neeleman (PC)

Jacob Sand (SL)

Kristin Dickert

Sarah Smoldon

Eric Solis (CW)

Courtney Thomas (JE)

Alice Beal

Justin Tidwell (MC)

Susan Warner (WO)

Geoff Weatherbie (FV)

Brooke Yule

Everett Public Schools Administrators

Katie Stone

David Jones

Larry Fleckenstein

Betty Cobbs

Darren Larama
Kristin Dickert
Maggie Heater
Kim Brenner
Mica Harasek
Elizabeth Nunes

Snohomish County Support

Steve Toy
Ikuno Masterson

Everett Public Schools Support

Mike Gunn
Darcy Walker
Chuck Booth
Gerard Holzman
John Pike
Nancy Brown
Pete Dronzek
Senja Yakovleff

Overview

The Boundary Committee is comprised of members from each of the nine south end elementary schools. With the addition of Elementary School #18, located on 180th Street SE and scheduled to open in the fall of 2019, boundaries need to be understood, analyzed and adjusted to accommodate the new elementary school as well as balance student populations in all other nine south end elementary schools.

The Boundary Committee was established to work monthly over the next six to seven months, culminating in May 2018 with boundary revision recommendations for consideration by the Superintendent. The Boundary Committee meetings are held monthly on Wednesday evenings between 5:30 PM and 7:30 PM. Boundary Committee Meetings that are complete are noted in yellow below. Future Boundary Committee Meetings (BCM) are noted in green below.

<u>Meeting</u>	<u>Date</u>	<u>Location</u>
BCM #1	November 8, 2017	Gateway Middle School
BCM #2	December 6, 2017	Gateway Middle School
BCM #3	January 10, 2018	Everett Public Schools Community Resource Center
BCM #4	February 21, 2018	Everett Public Schools Community Resource Center
BCM #5	March 7, 2018	Everett Public Schools Community Resource Center
BCM #6	April 11, 2018	Everett Public Schools Community Resource Center
BCM #7	May 9, 2018	Everett Public Schools Community Resource Center

In addition to the monthly Boundary Committee meetings described above, Everett Public Schools is planning two to three Community Forums, dates and times to be determined in January. The first Community Forum will share the Boundary 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 Boundary Committee.

The committees work is only to recommend. The Superintendent followed by the Board of Directors will make all final decisions regarding boundary adjustments to accommodate Elementary School #18.

Boundary Revision Process – Guiding Principles

In BCM #2, Mr. Dugan asked the committee if there were any follow-on/additional clarifications or questions regarding the work done in BCM #1 to develop the Boundary Revision Process Guiding Principles.

No comments or requested clarifications, corrections or additions were received. The Boundary Revision Process Guiding Principles were therefore adopted for the purposes of the Elementary Boundary Committee process and are posted below for ease of reference:

***Boundary Revision Process
Guiding Principles
Everett Public Schools
Elementary School #18***

On Wednesday, October 18, 2017, the Everett Public Schools Capital Facilities Advisory Committee developed and ranked the following Boundary Revision Process Guiding Principles. The guiding principles come from the Everett School District 2016-2021 Capital Facilities Plan.

The first section summarizes “Required” principles – no exceptions taken. The second section summarizes “Additional” principles – listed in no particular order but representative of additional values and principles to be considered when considering changes to the current school boundaries.

The Boundary Revision Committee selection process is in progress now. Committee members will be selected by the end of October. The first Boundary Committee meeting is scheduled for November 8, 2017. One of the first actions for the Committee will be to review and revise and prioritize this document as needed.

REQUIRED GUIDING PRINCIPLES

1. **CARE:** *The potential impacts, both positive and negative, of any proposed boundary change shall be carefully evaluated.*
2. **INCLUSION:** *Boundary changes should only be implemented after appropriate input and discussions with affected parties and careful consideration of alternative solutions.*
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:** Conclude the Boundary Revision Process with enough lead time to allow families and the school system to plan and prepare for the implementation of the proposed changes.

ADDITIONAL GUIDING PRINCIPLES

5. **NEIGHBORHOODS:** It is important, especially at the elementary school level, to ensure students are 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 routes should be taken into consideration. This applies to pedestrian walkways as well as vehicular transportation. Safe walking routes for all schools. Goal – whenever possible, those that walk to school now should be able to walk to school with the proposed boundary changes
7. **INEQUITY:** Boundary changes should be made only after studying where inequities might lie in current boundaries and potential boundary changes. Changes that create new or perpetuate existing inequities within the district should be avoided.
8. **FLEXIBILITY:** When considering boundary changes, extended day care facilities used by our families must be a consideration of the boundary decision process.
9. **CONTINUITY:** Feeder school continuity is an important consideration. When developing boundary revision options, consideration must be given to the importance of student continuity from elementary school to middle school to high school – where this is possible.
10. **EFFICIENCY:** Transportation efficiency and effectiveness should be maintained to ensure that a student's time on a bus or in a car is limited – and time at home and at school is maximized.
11. **VALUES:** School boundaries should encourage, and not detract from, our community values, including, but not limited to, small class sizes and access to neighborhood schools for our children with special needs wherever possible – thus targeting equitable opportunities and high quality levels of service.
12. **OPPORTUNITY:** School boundaries should provide every student with access to a rigorous comprehensive curriculum that is rich and diverse – equitable distribution of opportunity.

Boundary Committee Meeting #3 Agenda

Welcome

Boundary Committee #2 (EBC #2)

- EBC #2 Parking Lot:
Answers to questions distributed at sign-in

2018 ESD Capital Bond

- Addition of 36 Classrooms

*Is this the same as the K-3 class size reduction?
What is the impact of the EBC Program?*

Elementary Boundary Committee #3 (EBC #3)

- *Reference: EBC #2 Maps and Team Work*
- *Use: New Large Scale Boundary Maps*
- *Teams: Same as in EBC #2*
- *Work: Continue Boundary Adjustment Evaluations*
- *Deliverable: Tracing Paper Marked Up Proposed Boundary Revisions
Each Team*

Boundary Work Session

Group Discussion - *Work Session Feedback*

Next Meeting

Closing Comments *Jim Dugan*

What to expect at EBC #4

Welcome

Mr. Darcy Walker, Director of Facilities & Planning gave brief opening statement thanking the committee members for their time and effort. Mr. Walker commented on the excellent turn out and participation and reminded the committee of the importance of a large integrated team representing the District for the work that lies ahead.

February 2018 ESD Capital Bond

Mr. Walker provided the answer to a previous question: "Is the addition of 36 classrooms the same as the K-3 class size reduction, and what will be the impact to the Elementary Boundary Committee program?"

The answer is yes, this refers to the same work and is contingent on the funding for the new classrooms that is on the ballot for a February vote. If the funding is passed, that will extend this committee's participation and will also inform our final boundaries.

EBC #2 Parking Lot Questions/Comments

Answers to the comments and questions raised in EBC #2 were handed out, along with agenda, as EBC members signed in. Below is a copy of those questions and answers.

Boundary Committee member questions (Q) and/or comments (C) received before or after meeting #2 were captured on a flip chart. The flip chart is referred to as the "Parking Lot". Parking lot questions/comments received during the EBC #2 are summarized below in the order received:

1. C: Add the one (1) mile radius circle for the walking zones to each of the elementary schools
A: The one mile radius was added to the large-scale base maps for meeting #3.

2. C: Schedule an EBCM #2 debrief with the Everett Project Support Staff.
A: Complete. The debrief meeting was held on Wednesday, January 3, 2018 at the Everett Public School Community Resource Center.
3. Q: Where is the planned location for elementary school #19?
A: The exact location for elementary school #19 has not been decided, however the area within which elementary school #19 will be located is in the south-east corner of the District and is denoted by the cross-hatched area on the new large scale base map that will be used at the 1-10-2108 Boundary Committee Meeting.
4. C: Acquire information from the City of Everett, City of Mill Creek, and unincorporated Snohomish County regarding planned housing development and zoning.
A: There are 628 units currently planned and/or under construction in the south region of the Everett School District which includes, along with Everett, the City of Mill Creek and Snohomish County. Twelve are Single Family (SF) developments and 4 are Multi-Family (MF) developments. The location of the SF and MF developments have been identified on the new large scale base maps also. The student projections generated by Les Kendrick in the *February 2017-Enrollment Trends and Projections, Final Report* (see #5 below for link info) includes information from the Cities and County regarding future housing developments.
5. C: Determine the Everett Public School accuracy for enrollment projections:
 - Over last year
 - % accuracy regarding the data and projections
 - Make enrollment projection reports available to the boundary committeeA: Prior to meeting #3 on January 10, 2018, Dr. Holzman, in an email, provided the Boundary Committee a link to the Boundary Committee website where they can find the *February 2017-Enrollment Trends and Projections, Final Report* to compare with the actual enrollment numbers today – this will help address the question regarding forecasting accuracy. An updated report will be made available in February 2018 when it becomes available. Here is the link to the EBC webpage: <https://www.everettsd.org/Page/26117>
6. Q: Are the elementary schools up north at capacity?
A: School building capacity, actual enrollment, and forecasted enrollment data for the northern elementary schools will be provided to the Boundary Committee at EBC #3 in the same format as was provided for the central and southern elementary schools.
7. Q: Where are the planned apartment complexes planned to grow, and develop?
A: See the answer to question #4.
8. Q: Are there special programs at each of the southern elementary schools and if so, what are they?
A: The student enrollment count data for all self-contained special programs (Special Education, Highly Capable, McKinney-Vento, Lighthouse) for south and central area elementary schools will be provided to the Boundary Committee prior to EBC #3.

9. C: Please provide colored Sharpie pens for boundary committee map work sessions.
A: Colored Sharpie pens and small sticky note pads will be provided to and for all teams at EBC #3.
10. C: Please provide information regarding travel patterns in addition to special programs and F&RL.
A: Nancy Brown from the District Transportation Department will be available at EBC #3 to answer all specific traffic pattern questions.
11. Q: Do boundary adjustments happen very often? Will people be upset if we reboundary again in 5 years? Can we get the last few maps for comparison?
A: Previous boundary maps are now on the Everett website at the link provided by Dr. Holzman in a recent email for any/all committee members to review. Boundary adjustments occur as often as they are needed and are usually a result of a growing school district (adding schools) or a declining school district (closing schools). Boundary adjustments every five years or so is normal in a growing district like Everett Public Schools.
12. C: Please provide the additional student enrollment map section as requested by each of the five teams.
A: The additional student enrollment map section data will be provided on the new large scale base map for EBC #3.

Elementary Boundary Committee #3/Work Session

Mr. Jim Dugan thanked the committee members for all their hard work during EBC #2. He acknowledged that this work is difficult and takes significant effort and assured the members that their efforts were moving the District to final solution.

Mr. Dugan informed the group that the purpose of the next two meetings is to come to a consensus so that a draft recommendation document can be prepared for presentation to the public. The purpose of the public meetings is to roll out the reality of boundary adjustments but also to find out information that may affect our final decisions going forward, e.g.: assumed walking path the is unsuitable, etc.

Mr. Dugan gave the members a tutorial on the materials they would be working on this week. The materials included new large-scale maps with several new pieces of information the teams had asked for in EBC #2. He asked team members to refer to the last month's maps posted nearby. Members were directed to work in the same groups as last month, tape the flimsy paper firmly to the new base maps, and to be sure and write down your names as well as any other notes directly onto the maps or the flimsies. He also instructed the group to ask as many questions as they needed in order to move the work forward.

Deliverable: The teams were advised that the deliverable this month was to review last month's work and use it as a launch point to keep making progress toward a recommendation.

Dr. Gerard Holzman then introduced Ms. Nancy Brown as Transportation Coordinator for the district. She was there to help the groups identify bus routes and walking paths. He instructed the groups to be sure to have Ms. Brown review the proposals and answer any questions they may have. The groups were then instructed to begin their work sessions.

Group Discussion-Work Session Feedback

At approximately 7:10pm, the work session was brought to a halt in order to facilitate a group discussion. Mr. Dugan prefaced the debrief by telling the group that it was perfectly normal that their work seemed harder this month. With so much information at their disposal it is sometimes very difficult to get started. He assured everyone that the process was moving along as it should. He praised the groups dedication to the work. He then asked for each group to report out on their highlights, conclusions, challenges and to share any “ah ha” moments they might have had.

The summary report outs are as follows:

Group 1: Group 1 stated that they wanted to look at their work with the assumption that students who are currently riding the buses now may be a good target group to change schools with minimal disruption. They also looked to balance out free and reduced lunch populations.

Group2: Group 2 noted that there were many people in Woodside area that walk. They attempted to keep the kids that currently walk in the school where they could continue to walk. They also noted that they tried not to draw lines down the middle of streets, but in utility easements or with natural barriers so as not to split up neighbors.

Group3: Group 3 noted that they have not changed significantly from last month. Need further breakdown on 3A in Penny Creek.

Group4: Group 4 focused primarily on free and reduced lunch equity. Their recommendations did not change significantly from the last working session, they came to similar conclusions.

Group5: Group 5 opted to approach this month from a different perspective. They approached the problem by figuring out who had to stay because they were walkers, not who had to move. Interestingly, the new approach results did not differ greatly from last month’s results.

At the end of the report out, Mr. Dugan reminded everyone that we are peeling an onion here. This process has layers of complexity and the work the groups are doing are building the foundation for a thoughtful and informed outcome. He asked the members to not become frustrated by lack of progress. Mr. Dugan hears common themes in the group’s recommendations that will allow him to provide a new basis starting point for next month’s work session. He urged everyone to continue to be patient with themselves and others, and if the group gets stuck, look at doing it another way.

What to Expect at EBC #4

Mr. Dugan told the group that he was going to study their work. He planned to compile the data and determine the consensus. That result would be reflected on the work maps next month and provide the starting point for next month’s work session.

Mr. Dugan also reminded the group that they may be getting questions from other parents about their work on the committee. He encouraged committee members to be open to collecting feedback and asked them to focus on the “why” someone might be objecting to the reboundary rather than the objection itself. The members are representing the district in this important work and to think of themselves as ambassadors to the public.

Next Meeting

The next EBC meeting will be February 21, 2018 at the Everett Public Schools Community Resource Center from 5:30pm – 7:30pm.

Dr. Holzman announced the dates and locations of the public outreach meetings. The public meetings are scheduled for February 26, 2018 at Heatherwood Elementary and February 28, 2018 at Gateway Middle School. Both sessions are scheduled for 6:30pm to 8pm.

The goal of the meetings is to hear what the public has to say. We want to know why they are giving the feedback they are giving. We are trying to get data, not emotion. We need to hear the concerns and consider them before publishing a reboundary map.

Adjournment

Boundary Committee Meeting #3 adjourned at approximately 7:30 PM.

Note: If the content of this summary is incorrect or if there is any information shared but not incorporated, please contact me by email and advise accordingly. I will incorporate the requested changes in the minutes of the next regularly scheduled planning team meeting.