

Elementary Boundary Committee

Wednesday, February 21, 2018

EBC Meeting #4

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
Catherine Stone
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 currently planning two Community Forums. The Community Forum dates are:

1. Community Forum #1: February 26, 2018 @ Heatherwood Middle School, 630 PM to 830 PM
2. Community Forum #2: February 28, 2018 @ Gateway Middle School, 630 PM to 830 PM

The 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 by the Elementary 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 #4 Agenda

Welcome

February 2018 ESD Capital Bond

- Outcome
- Effect on the work of the Elementary Boundary Committee?

Elementary Boundary Committee #4

- New Base Map: Aggregated EBC Work
- New Draft Boundary Changes for Woodside, Cedar Wood, ES #18 and Forest View
- EBC to Complete District Wide Proposed Boundary Changes
- Prepare for Community Engagement Forum (CEF) #1

Boundary Work Session

Group Discussion - Work Session Feedback

Community Engagement Forums

- Monday, February 26, 2018, 630 PM to 830 PM
@ Heatherwood Middle school Cafeteria
- Wednesday, February 28, 2018, 630 PM to 830 PM
@ Gateway Middle School Cafeteria

Next EBC Meeting

- March 7, 2018

Closing Comments Jim Dugan

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

Dr. Holzman advised the Committee the 2018 Everett School District Capital Bond Program was not voter approved. The 2018 ESD Capital Bond included the addition of a new High School.

Although the Everett School District intends to go back to the voters at some point in the future, for now, the District may or may not need a boundary adjustment for the current high school boundaries. The decision regarding high school boundaries will be made by the Board of Directors during summer 2018.

Dr. Holzman advised the work of the Elementary School Boundary Committee is not affected by the outcome of the capital bond program vote, that Elementary School #18 is on schedule to open as planned and the District needs the Committee to populate ES #18 with students that are currently attending other elementary schools in the District.

Elementary Boundary Committee #4

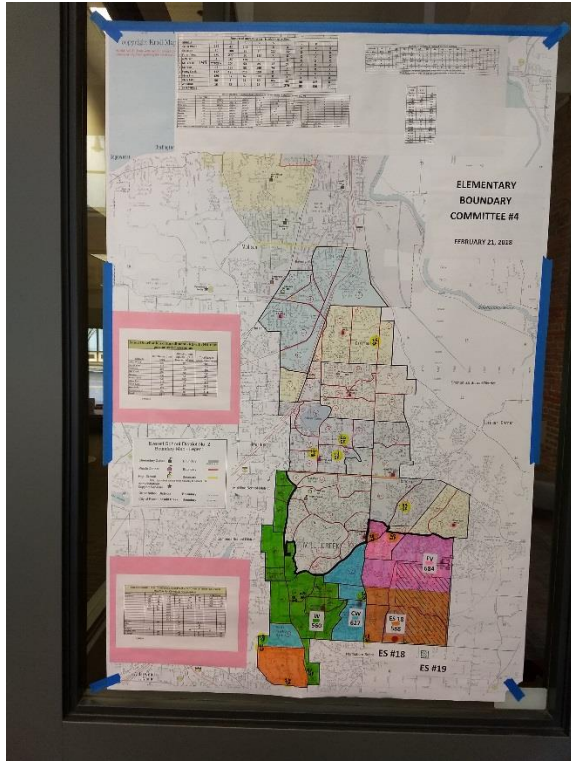
Mr. Dugan welcomed the Committee to EBC #4 and advised the work we need to do tonight is significant. EBC #4 goals include:

- We need to aggregate all of the work we have done to date,
- Complete a District wide ES boundary assessment and proposed adjustments, and
- Prepare for the first Community Forum, scheduled for February 26, 2018.

Mr. Dugan briefed the Committee on the content and legends for the new base map. Mr. Dugan advised the new base map represents the aggregated data from the work of the Committee from prior committee meetings. Mr. Dugan summarized the draft proposed boundary changes that resulted from EBC #3 were in:

- Woodside ES
- Cedar Wood ES
- ES #18
- Forest View ES

Please find below the new EBC #4 base map:



Prior to beginning the EBC #4 Boundary Committee Work Session, Mr. Dugan reminded the committee that they need to work thru all of the elementary school boundaries tonight, not just a portion of the elementary schools, in order to be prepared to show the community our first draft of potential boundary changes. In his final comments, Mr. Dugan advised the committee will need to stay longer tonight if needed in order to accomplish this goal, primarily due to the Community Forum being only five (5) calendar days away.

Elementary Boundary Committee #4/Work Session

Mr. Jim Dugan thanked the committee members for all their hard work during EBC #3. 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 gave the members a brief tutorial on the materials they would be working on tonight. The materials included new large-scale maps with new boundary adjustments the teams had asked for in EBC #3. He asked team members to refer to the last month's maps posted nearby as a reminder of the work that had been done and the notes on the work that described the reason why.

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 tonight is a draft initial proposed boundary change recommendation, complete enough to seek community feedback in a few days at Community Forum #1. 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.

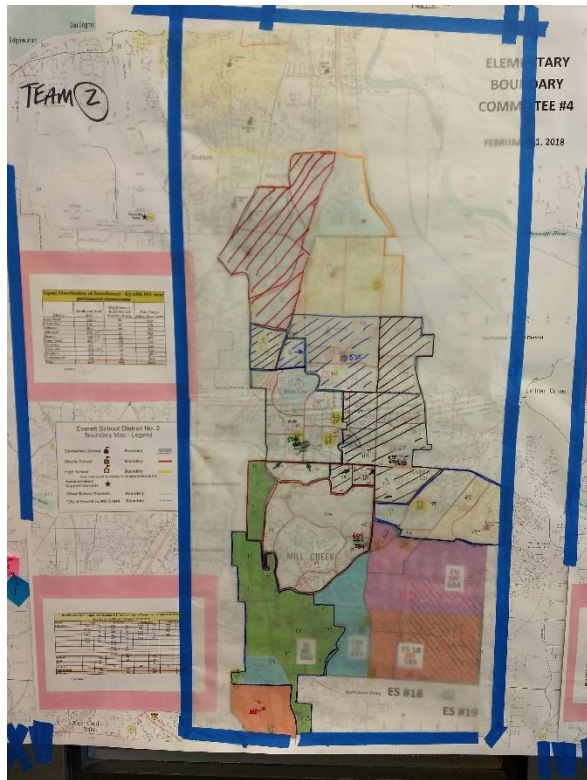
At the close of the individual team work session, each team confirmed they had worked completely thru all potentially affected elementary schools and that they were ready to present to overall boundary committee to seek common boundary adjustment recommendations.

Please find below a PDF image of each team's work product.

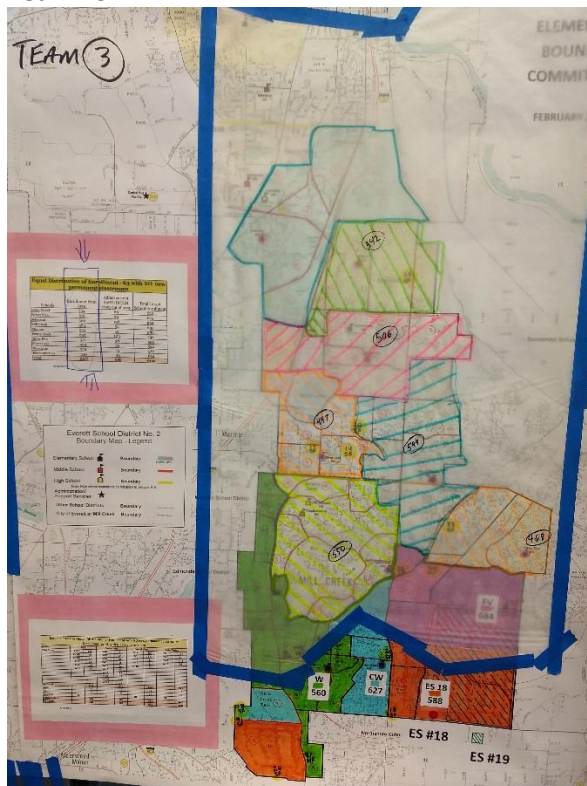
Team #1:



Team #2:



Team #3:



Team #4:



Team #5:

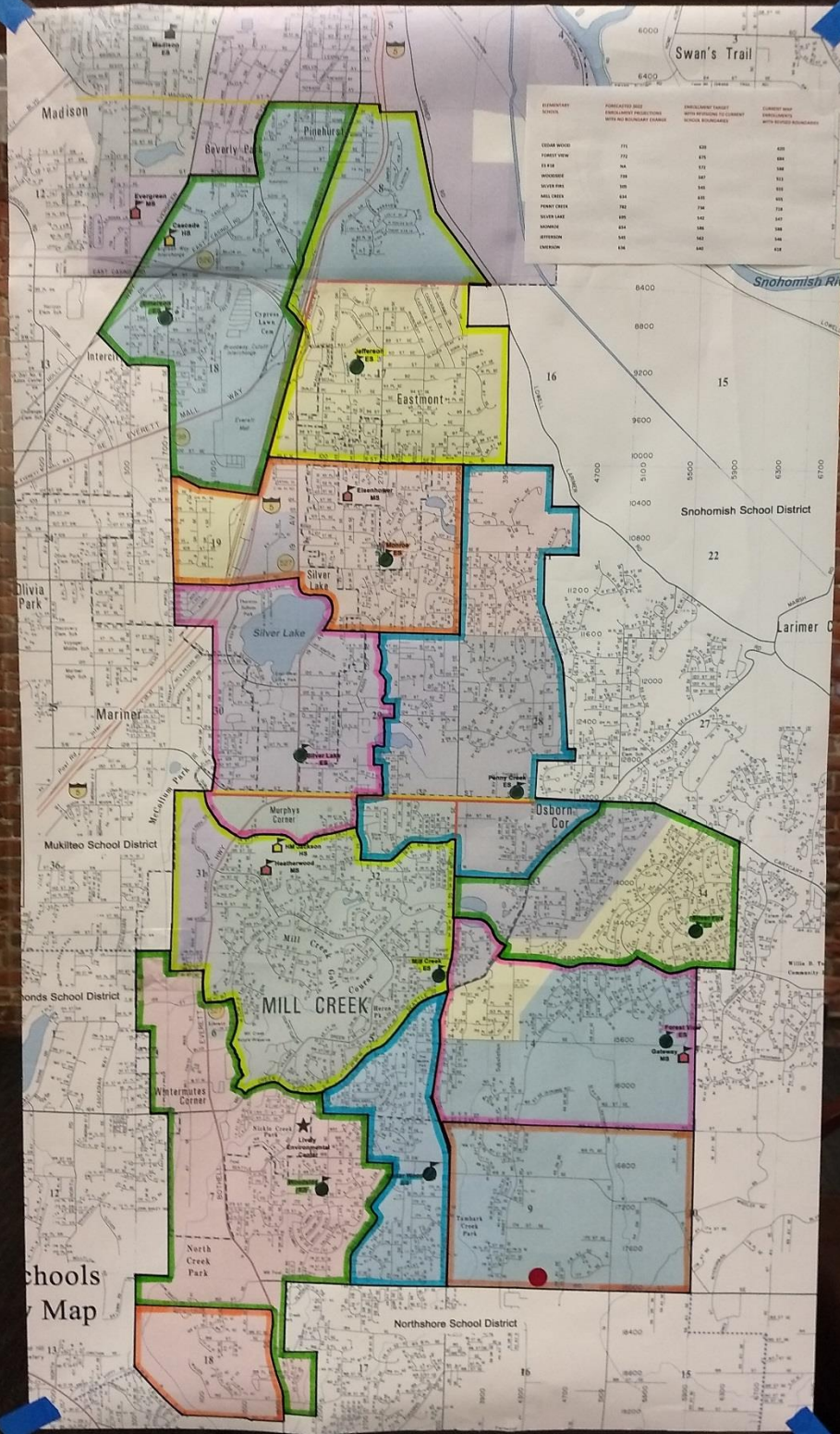


Group Discussion-Work Session Feedback

At approximately 7:00 pm, the work session was brought to a halt in order to facilitate a group discussion. Mr. Dugan commented that the committee did not struggle nearly as much with the work of EBC #4 by comparison to the struggle and difficulty witnessed by the work of the Committee at EBC #3.

Mr. Dugan further commented that it was great to see that all groups were able to work thru all elementary schools potentially affected, and that, there were significantly common themes from one group to another. With very few exceptions, the teams reported common recommendations for boundary adjustments to the identified elementary schools. The recommendations were so aligned, that the new base map for Community forum #1 was easily defined.

The result of EBC #4 Work Session and discussion developed the following new base map for Community Forum #1:



Community Engagement Forums

Dr. Holzman advised the Committee as follows regarding the first two Community Forums, dates, times and locations:

- CF #1: Monday, February 26, 2018, 630 PM to 830 PM @ Heatherwood Middle School Cafeteria
- CF#2: Wednesday, February 28, 2018, 630 PM to 830 PM @ Gateway Middle School Cafeteria

Dr. Holzman further advised:

- The intent of the Forum is to answer questions and receive feedback and to receive feedback in the form of written notes on a flipchart
- That the notes taken are to be written exactly as they are given – no interpretation
- The format of the Forum was comprised of two primary agenda items; (1) Greeting, Thank You and Overview, and (2) Community Feedback
- That we would break into 3 to 5 locations of new base maps and flipcharts staffed by at least two District and/or Committee members
- That not all attending will be comfortable speaking in public, so, individual handwritten note sheets will be provided and that all handwritten notes will be added to the flipchart comments and the compilation of all feedback received.
- That all notes taken would be aggregated into a summary list of feedback comments received, and be available to the Committee at the onset of EBC #5
- The Elementary Boundary Committee would take into consideration all feedback received as they entered the BC #5 work session

Mr. Dugan reminded the committee members that it is common and expected that many of the community members that will be attending the Forum, will be frustrated and upset when they see a potential boundary move that may affect their family and current school of choice.

Mr. Dugan reminded all those committee members that will be attending the forum to be kind, listen clearly, encourage all feedback, take clear notes, understand the “why” with all feedback and finally, be prepared to share what they hear with the rest of the EBC at EBC #5.

Dr. Holzman asked for a show of hands by those that wished to attend and help with each base map and flipchart location. A large percentage of the committee offered to help

What to Expect at EBC #5

Mr. Dugan told the group their work at EBC #5 would be to revisit all ideas and assumptions and assessments by the Committee to date through the filter of all feedback received – in order to “vet” the committee work further. The effort here is to seek the remaining handful of important edits or

adjustments or changes to the committee work that are needed or required due to information we did not have prior.

Mr. Dugan summarized by reminding the Elementary Boundary Committee that the result of their work during EBC#5 and EBC #6 needs to be the committee's final recommendation for proposed elementary school boundary changes, and that it is critical that all comments received during the Forum's are to be read and understood by each of the Elementary Boundary Committee members.

Next Meeting

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

Adjournment

Boundary Committee Meeting #4 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.