

**EVERETT PUBLIC SCHOOLS  
Capital Bond Planning Committee  
(CBPC)**

Wednesday, February 19, 2025  
EPS Community Resource Center  
Board Room A | 5:30 pm – 7:00 pm  
CBPC Meeting #1

**Meeting Minutes**

The following list represents all the Capital Bond Planning Committee members. The 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](mailto:jdugan@parametrix.com)

**Community**

**Chris Adams**  
**Camie Anderson**  
**Carol Andrews**  
**Jennifer Black**  
**Chuck Booth**  
**Amber Buehler**  
**Eric Casper**  
**Barry Chan**  
**Lindsey Conant**  
**Chamari Davis**  
**Jessica De Yngunza**  
**Adam Denney**  
**Michael Finch**  
**Cisco Gomez**  
**Amanda Henderson**

**Shelly Henderson**  
**Melissa Leone**  
**Rachel Mathison**  
**Sandra Mejia**  
**Sanil Pillay**  
**Clair Ross**  
**Jannat Samia**  
**Jeff Sander**  
**Emmey Smith**  
**Katie Sordahl**  
**Justin Tidwell**  
**Dylan Turner**  
**Dolly Ubriani**  
**Ryan Weber**

**Students**

**Emi Forman**, Everett High School  
**Joshua Iraola-Cortes**, Cascade High School  
**Kylie Liu**, Jackson High School  
**Kalie Mulima**, Sequoia High School

**Administrators**

**Larry Fleckenstein**, Chief Operating Officer  
**Dr. Peter Scott**, Deputy Superintendent  
**Dr. Cathy Woods**, Regional Superintendent – Region 1  
**Dr. Pete Misner**, Regional Superintendent – Region 2

Michael Takayoshi, Principal, Cascade High School  
Dr. Tyler Ream, Principal, North Middle School  
Brent Radcliff, Assistant Principal, Forest View and Silver Firs Elementary Schools  
Pachomius Schmidt, Assistant Principal, Eisenhower Middle School

### **Support Staff**

Darcy Walker, Director, Facilities and Planning  
Heather Brown, Director, Special Services  
Shanai Cole, Community Services Supervisor

### **Overview**

The Capital Bond Planning Committee was established in response to a resolution from the EPS Board to develop a recommendation for the Superintendent by June 24, 2025, describing the scope, size and timing of a capital bond proposal to be placed before district voters. The Board anticipates the bond proposal will be placed on an election ballot in 2026.

The committee is made up of 39 members including community members, students, principals, and assistant principals.

The committee will be facilitated by Mr. Jim Dugan from Parametrix, Inc.

The Committee is expected to work over the next three months. The Committee meetings are held twice monthly on Thursday evenings between 5:30 PM and 7:00 PM (unless otherwise noted) Capital Bond Planning Committee Meetings (CBPCM) that are complete are noted in yellow below. Future Committee meetings are noted in green below.

<b><u>Meeting</u></b>	<b><u>Date</u></b>	<b><u>Location</u></b>
CBPCM #1	February 19, 2025	Everett Public Schools Community Resource Center
CBPCM #2	March 13, 2025	Everett Public Schools Community Resource Center
CBPCM #3	March 27, 2025	Everett Public Schools Community Resource Center
CBPCM #4	April 3, 2025	Time-TBD District Site Tours
CBPCM #5	April 24, 2025	Everett Public Schools Community Resource Center
CBPCM #6	May 15, 2025	Everett Public Schools Community Resource Center

**The committee's work is only to recommend. The Superintendent followed by the Board of Directors will make all final decisions regarding bond proposals.**

## **Capital Bond Planning Committee – Guiding Principles**

### ***Capital Bond Planning Committee Guiding Principles Everett Public Schools***

*The Committee's guiding principals were part of the Board's Resolution No. 1317 which established the Committee. The Committee is to carefully consider the following in arriving at its recommendation:*

- 1) **Community Input:** Consider in some manner the key themes raised by the community over the last several months as well as community input and feedback on the proposed Committee recommendation, and*
- 2) **Enrollment:** Consider the need for new classrooms and property to house current and future students, particularly at the elementary level; and*
- 3) **Aging Facilities:** Consider the need to modernize schools based on age as well as condition, and the need to replace or upgrade building systems such as HVAC, roofing, flooring, plumbing and electrical; and*
- 4) **Educational Programs:** Consider the need to upgrade existing buildings to accommodate new or enhanced educational programs; and*
- 5) **Safety and Security:** Consider the need to improve safety and security in district facilities to better protect staff and students; and*
- 6) **Technology:** Consider the need to provide new, enhanced, and replacement technology infrastructure and equipment for instruction and support operations; and*
- 7) **Property Taxes:** Consider the variables affecting future tax rates, the difficulties in predicting future tax rates, and the sensitivity of the community towards increasing tax rates.*

### **CBPC Meeting #1 Agenda**

#### **Welcome and Thank You**

Jim Dugan

- CBPC Overview

#### **Board of Directors Resolution 1317**

Jim Dugan

- Review Board Directive
- CBPC Guiding Principles

#### **Discussion**

Jim Dugan

#### **CBPC Schedule and Deliverable**

Jim Dugan

#### **Committee Discussion**

Committee

- Open Floor Discussion

**Enrollment & Capacity Presentation**

Larry Fleckenstein

**CBPC Small Table Exercise**

Jim Dugan

**Next Meeting Date: March 13, 2025**

Jim Dugan

**Homework**

Jim Dugan &amp; Darcy Walker

- Long Term Capital Bond Planning Cycle

**Closing Comments**

Jim Dugan

**Welcome**

Mr. Jim Dugan with Parametrix welcomed the committee members and thanked them for their participation in the work. He introduced himself as the Facilitator for the work. He has done this type of work for numerous school districts, including Everett School District in 2019. His role is to help the committee toward an outcome that aligns with the Board's resolution and guiding principles.

He imparted to the committee that this will be challenging work. There will be a lot of information to absorb in a very short time. Assimilating the information and using it to form a recommendation for the Superintendent by June of this year is the charter of this committee.

Mr. Dugan stressed that this is the committee's meeting and work. The Superintendent, administration, and District staff are here to support the work of the committee, not to direct.

**Board of Directors Directive/Guiding Principles**

Mr. Dugan reviewed the Guiding Principles set out by the School Board for this committee. He asked the committee members to become familiar with the principles and keep them as a source for discussion and decision making throughout the work.

As committee work progresses, these principles will be revisited to ensure the group is honoring the charter.

**Guiding Principles – Discussion**

Mr. Dugan then reviewed the Guiding Principles for participation in the committee:

Be kind.

Be thoughtful.

Be respectful.

Listen

Collaborate

Be the change you want to see.

Be proud of the work you do.

Plan the work so you can work the plan.

### **CBPC Schedule and Deliverable**

Milestone schedule was reviewed, including upcoming meetings and facilities tour.

### **Committee Discussion**

The floor was opened to the committee for any discussion needed. No discussion ensued.

### **Presentation**

Mr. Larry Fleckenstein, Chief Operating Officer for Everett Public Schools, thanked the committee for their participation. He reiterated the importance of the Board's Guiding Principles in the committee's work.

Mr. Fleckenstein then proceeded with a presentation to begin laying the foundation for the committee's work. The slide presentation is available to the committee via the committee webpage. <https://www.everettsd.org/Page/43110>

The following notes are supplementary to what is shown on the slides and for clarification purposes.

Slide 10: Overview of facility needs

CBA upgrades are not funded by the state although they are mandated. There are monetary penalties for non-compliance.

Slide 11: History of capital bond elections in EPS

Capital bonds need 60% + 1 vote and at least 40% of the number of voters from the last general election, in order to pass.

Levies need 50% + 1 vote to pass.

Slide 13: Bond and levy cycle 2006-2038

Future bond and levy cycle planning is a task for this committee.

At the end of the presentation, a committee member asked about bonds versus levies and how the money comes to the district. Mr. Walker and Mr. Dugan explained that with a bond, the money is disbursed to the district upfront and paid off over several years. With a levy, the money is collected from taxpayers, via property taxes, and is disbursed to the District as it is collected.

### **CBPC Small Table Exercise**

Mr. Dugan tasked the committee to form small groups with the members at their table and to put together a list including:

1. What is your biggest concern?
2. What more information do you need at this time?
3. What should the committee focus on?
4. How can we ensure the committee is successful?

The committee then broke into six work groups. After ten minutes, a spokesperson for each table shared what their subcommittee had formulated. Following are the table report outs:

Table 1

- Main consideration is space at the elementary school level.
- Facility conditions at the secondary level-avoid deferred maintenance.
- Community involvement is key, getting people to vote, getting people excited.
- Perception that there is an equity issue between north district and south district.

Table 2

- Would like to know more about what the district already knows needs rebuilding and fixing due to age, bad materials etc.
- Questions about timing of a bond: Advantages and Disadvantages
  - February, April, August, November?
- Need security and safety upgrades (EHS specifically)
- Upgrade the functionality of schools.

Table 3

- Enrollment increasing
- Accessibility for special needs
- Extra-curriculars need more support.
- Problems with saying growth “primarily in elementary” because Jackson is suffering from overcrowding.
- Where is growth projected to happen?
- Consider absorbing Heatherwood into Jackson and build a new middle school.
- Interested to see how this process works.

Table 4

- What size bond would keep a stable tax rate?
- Which areas have highest growth?
- Concerned about Lowell ES
- Levy vs Bond timing and acquisition of funds
- Need to look at priorities.
- 1 in 36 kids is autistic, how to help them.
- What was Lake Stevens messaging?

Table 5

- How does the clean building act affect schools?
- Any funding possible from utilities?
- Robotics and STEM have minimal funding, can this committee support STEM?
- How do we support students with disabilities?
- How do we support preschool?

Table 6

- We need double entries/secure vestibules at all of our schools for safety.
- Lowell ES needs to be modernized.
- Need fire alarm upgrades across the district.
- Need a new elementary to get kids out of portables.
- Need to address portables and large elementary school populations upwards of 700 students.
- Need a south end performing arts venue.
- Civic Auditorium needs AV and lighting upgrades/updates.

### **Homework**

Mr. Dugan asked the committee members to begin thinking about the long-term bond and levy cycle and how different methods of collection can impact tax rates, rates of construction, and value of work purchased.

Notes are as transcribed via live attendance at meeting by Nicole Brown, Parametrix, Inc. Please forward any corrections, additions or deletions by 3/3/2025 to Darcy Knutson, [DKnutson@everettsd.org](mailto:DKnutson@everettsd.org) . If no comments or corrections are received, these will become the official meeting record.

