

# Elementary Boundary Committee

Wednesday, November 8, 2017

## EBC Meeting #1

Gateway Middle School

5:30 p.m. – 7:30 p.m.

## 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 represents those members that attended the November 8, 2017 Boundary Committee Meeting.

### Boundary Committee Facilitator

### Email Address

Jim Dugan (253.278.8105)

[jdugan@parametrix.com](mailto:jdugan@parametrix.com)

### Boundary Committee Member

#### **Parents & Community Members**

Sheena Bailey (SF)

Christa Bicket (MO)

Alisha Crawley-Davis (FV)

Karl Garreis (SL)

Alla Glotov (SL)

Jen Hirmen (CW)

Fatima Lopez (WO)

Adam McKnight (MC)

Jennifer Neeleman (PC)

Jacob Sand (SL)

Sarah Smoldon

Eric Solis (CW)

Courtney Thomas (JE)

Justin Tidwell (MC)

Susan Warner (WO)

Geoff Weatherbie (FV)

Brooke Yule

#### **Everett Public Schools Administrators**

Katie Stone

David Jones

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

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 180<sup>th</sup> 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 will be held monthly on Wednesday evenings between 530 PM and 730 PM. Future Boundary Committee Meetings (BCM) are planned as follows:

<b><u>Meeting</u></b>	<b><u>Date</u></b>	<b><u>Location</u></b>
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, the District is planning two to three Community Forums, dates and times to be determined in January. The first Community Forum will be to share the Boundary Committee work to date, to share the challenges and complexities of the work and the goals, and to 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.

## **Welcome and Thank You**

Assistant Superintendent Larry Fleckenstein welcomed the members of the committee and thanked the group for volunteering their time and effort to be on the committee. Mr. Fleckenstein further emphasized the importance of the Boundary Committee work, referring to its importance as “epic”, having a downstream effect on thousands of students, parents, guardians, staff and community members for years to come.

Mr. Fleckenstein identified factors that necessitated the convening of the committee. The building of the new Elementary School #18 will force the District to adjust current boundaries to populate the new building and balance the enrollments in existing elementary schools. While balancing enrollment disparities in all of the buildings, it is also important to take into account multiple other disparities that can create additional challenges, notwithstanding existing geographic obstacles, transportation routes and complexities and future planned community growth.

Mr. Fleckenstein concluded his opening comments with a second thank you to the committee members followed by the introduction of the Director of Facilities and Planning, Mr. Darcy Walker.

## **Facilitator Introduction**

Director of Facilities and Planning Mr. Darcy Walker introduced Mr. Jim Dugan from Parametrix who will serve as the facilitator for the overall process and the committee. Mr. Walker summarized some of Mr. Dugan’s experience as follows:

- Facilitated four previous Boundary Revision Processes
- In his 40<sup>th</sup> year managing the design and construction of large capital projects
- Currently serving 9 other Washington State School Districts in a variety of roles
- Tacoma Public Schools Board of Director: 2005 – 2011
- Founded and presides over the Dugan Foundation, a non-profit animal welfare organization based in pierce County.
- Manager of the Tacoma Parametrix office

Mr. Walker shared that the reason a consultant was being utilized in this process would be to show that Everett Public Schools made an intentional decision to include an outside voice to avoid speculation of whether there is already an end or decision in mind. Mr. Walker shared that the committee would be reviewing the current boundaries, reviewing the current challenges the District has with the boundaries and look at how they move towards establishing new boundaries – all focused on the south end nine elementary schools.

Mr. Walker thanked the committee for its commitment to District service and gave the floor to Mr. Jim Dugan.

## **Boundary Review Process – Overview**

Mr. Jim Dugan opened with describing the importance of the work that lies ahead for the committee, that we will initially struggle with competing interests and priorities as we learn to work together as a committee, then in a few months hit our stride with great discussions, important and wonderful community feedback followed by good decisions for recommendation to the Superintendent.

Mr. Dugan summarized some of the committee goals as follows:

- The need to populate a new elementary school to be located on 180<sup>th</sup> St. SE
- Balance the populations of the other nine elementary schools as we populate Elementary School #18
- Include the planned community growth in the City of Everett, the City of Mill Creek and Snohomish County, with all of our growth discussions
- Look for long term solutions
- Pay close attention to traffic congestion and time on a bus
- Work with not against, the natural and man-made physical barriers
- Pay attention to all forms of diversity that result in school populations when moving boundaries

Mr. Dugan further summarized the overall process as comprised of:

- Seven (7) total Boundary Committee meetings of which tonight is the first one
- Two to three (2 to 3) Community Forums
- The final deliverable from the committee to the District will be a written recommendation for boundary adjustments to accommodate the addition of the new elementary school #18.

Mr. Dugan then reminded the committee of some, but not all, of the “Rules of Engagement” when committee members are working together. They were:

- Be kind
- Be respectful
- Be professional
- Don’t take it personal
- Don’t talk over each other
- Listen carefully to what everyone says, all the time
- Be non-provincial when considering answers and solutions
- Understand the reason “why” behind all ideas
- Have courage to say what you mean
- Came in representing your school community and students – became a member of a committee that represents all school communities and all students

Mr. Dugan concluded with an overview of the work the committee would be doing for the rest of the evening which included:

- Update the Boundary Committee Members as to what was presented to the Board of Directors prior to tonight's first Boundary Committee meeting - Board Presentation by Dr. Gerard Holzman
- Group discussion regarding a draft of the Boundary Committee Guiding Principles.
- Reminder of the dates and locations for future Boundary Committee meetings
- Homework for the committee between now and the next committee meeting
- Closing comments

### **Board Presentation**

Dr. Gerard Holzman presented to the Boundary Committee, the Board of Director presentation dated October 24, 2017 titled the "Boundary Revisions for Elementary School #18", followed by answering all questions regarding the same. Please find this presentation attached to these meeting minutes.

Dr. Holzman concluded with a reminder for the committee that he is the Everett Public Schools internal point of contact for the committee for the duration of the Boundary Revision Process, that he and Mr. Dugan are the two person team connected at the hip throughout the process and finally, any/all feedback at any time during the process is welcome and should be sent to Dr. Holzman.

### **Group Discussion - "Guiding Principles"**

Mr. Dugan described in greater detail the natural "tension" that will occur when we begin understanding the effects that result from proposed boundary changes and that, we will need "Guiding Principles" to use as filters to push our ideas thru, to determine the best changes to recommend. An example might be a boundary move that better balances a school population may in fact not be possible due to the location of natural barrier, such as a freeway, or a congestion barrier, such as traffic, or a growth barrier, such as a planned development, and so on.

Mr. Dugan advised that prior to the first Boundary Committee meeting, the Everett Public Schools Capital Facilities Advisory Committee (CFAC) created a draft Guiding Principles summary for Boundary Committee consideration. Facilitator Mr. Dugan enhanced the draft summary with some additional considerations that were used successfully in prior K-12 boundary revision processes.

The following was distributed to the committee to read followed by discussion regarding clarifications, additions and/or corrections regarding the content.

## ***Boundary Revision Process***

### ***Guiding Principles***

***Everett Public Schools***

***Elementary School #18***

***Tuesday, October 24, 2017***

*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 Revision 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.*

Multiple questions were asked and answered. Mr. Dugan asked the committee to continue to think about these Guiding Principles between committee meeting #1 and #2 and to send any recommended changes for consideration to the document to either Mr. Dugan or Dr. Holzman.

### **Future Meetings**

Dr. Holzman provided the following information regarding future Boundary Committee meetings:

<b><u>Meeting</u></b>	<b><u>Date</u></b>	<b><u>Location</u></b>
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## Homework

Mr. Dugan asked the committee members to think about and summarize and bring to the next committee meeting, thoughts regarding the following three subjects:

1. **What, if any, things do we know of today that need to be corrected when we consider future boundary changes?** An example of this might best be categorized as a bus routes that was once short and simple but today due to traffic congestion is long and arduous.
2. **What are the unique characteristics and/or personalities and/or programs regarding each of the south end nine elementary schools that need to be known and protected when considering future boundary changes?** An example might be one of the elementary schools may be best known for its focus on expressive arts, while another may be its focus on science and math, with another having a focus on team sports.
3. **What, if any, perceptions exist today regarding any one of the south end elementary schools that needs to either be enhanced or proven incorrect during the boundary revision process?** An example may be one school in particular may be referred to as having the least academic performance results, yet, it may in fact be one of the top performers in the District.

## Closing Comments

Mr. Fleckenstein closed with kind words of thanks to all of the committee members as well as a profound reminder of the “epic” importance of the work and final recommendation that lies ahead of the Boundary Committee. Mr. Fleckenstein said we as a committee represent many Everett Public School subjects, however, most important of them all is that:

**“The Boundary Committee represents all of our students.”**

Mr. Fleckenstein said this is no small task and that the District is grateful to the Boundary Committee for its commitment to service.

## Next Meeting

The next Boundary Committee Meeting (BCM #2) will be held on Wednesday, December 6, 2017 at 5:30 PM at Gateway Middle School.

## Adjournment

Boundary Committee Meeting #1 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.*



### Parking Lot Comments

Boundary Committee member questions and/or comments received before or after the meeting were captured on a flip chart. The flip chart is referred to as the “Parking Lot”.

Parking Lot comments received during BCM #1 are summarized below in the order received:

1. How will the recent State of Washington decisions regarding lowering class sizes impact the school boundary revision process?
2. It does not appear as though the actual ethnic diversity mix of the District is correctly reflected by the selected Boundary Committee members.
3. Why is Elementary School #18 planned to be built off of 180<sup>th</sup> St. SE?
4. The committee needs to be sensitive to the affected school communities’ resistance to invasive changes in boundary revisions.