



## Study Session Meeting Minutes

Central Administration Building  
601 South 8th Street – Tacoma, WA  
4th Floor Auditorium  
Thursday, February 17, 2022 06:00 PM

### Part 1.0. CALL TO ORDER

The Board met for a Study Session on Thursday, February 17, 2022 in the fourth floor auditorium of the Central Administration Building located at 601 South 8th Street in Tacoma, Washington.

### Part 2.0. FLAG SALUTE

Board President Bonbright led the Pledge of Allegiance.

### Part 3.0. LAND ACKNOWLEDGMENT

Board President Bonbright read a statement to honor and acknowledge that we are on the traditional ancestral and historical lands of the Puyallup Tribe of Indians.

### Part 4.0. STUDY SESSION ITEMS

#### 4.1 TYPES OF BOARD MEETINGS

General Counsel Trueblood gave a presentation describing the different types of Board meetings.

The Board must work as a whole, and they also have to work in public, which means they are subject to the Open Public Meetings Act (OPMA). A quorum of the board requires 3 or more members. The following meetings are covered by the Open Public Meetings Act (OPMA):

- Business Meeting
- Study Session
- Committee of the Whole
- Retreat
- Public Hearing
- Listening Session
- Special Meeting
- Executive Session (need to be noticed, but are not open to the public)

Other types of meetings that are not subject to the OPMA include:

- Closed Session
- Quasi-Judicial Meeting

#### 4.2 ANNUAL CONTINUOUS ACHIEVEMENT PLAN REPORTS

Assistant Superintendent of K-12 Support Pace introduced the Continuous Achievement Plan (CAP) process.

Executive Director of Secondary Education Hostetter gave an overview of the CAP Process, which all schools in the district follow, along with a brief history of how and why it was created, beginning in the 2017-18 academic year. It is a systemic approach used to meet and exceed the district's Strategic Plan goals and benchmarks. The process involves a

continuous cycle of analyzing the data to identify and eliminate student achievement gaps across the system. This cycle includes developing action plans based on the data analysis, and implementing those action plans.

Two categories of schools are focused on: Targeted 3+ schools (meaning schools that have 3 or more student groups that are falling below a state-identified level) and Comprehensive schools (where the composite of those student groups makes the "all" student group fall below that state-identified level). This year we have 2 iterations of the CAP plan: CAP semester 1, which was recently completed, with CAP semester 2 beginning now.

Principals put together a leadership plan, which includes their core beliefs as a principal, what kind of Whole Child components are being put into their leadership plan when meeting with staff, and their Whole Educator plans to make sure staff are feeling cared for and that their time is being honored.

Principals Don Crider (Stewart Middle School), Anita Roth (Edison Elementary), and Lysandra Ness (Foss High School) presented examples of the 2021-22 CAP Implementation at their schools.

#### **4.3 BUDGET KICKOFF**

Chief Financial Officer Medina gave an overview of how they'll accomplish the completion of the 2021-22 budget and previewed the 2022-23 budget kickoff.

Budget Director Bell presented a watch list for the 2021-22 fiscal year, which includes 2020-21 fiscal year-end close, COVID-19 reimbursements (including ESSER, ARP, and FEMA funds), enrollment issues, budget watch areas and other emergencies.

They also shared some of the new considerations for the 2022-23 fiscal year. A legislative update, which impacts our budget, was given, including legislation regarding enrollment stabilization, a new formula for transportation funding, prototypical allocation adjustments, budgets, session law, and other bills of note such as HB1878 - Community Eligibility program and SB5326 which provides benefits to transportation contractors.

The 2022-23 Budgeting by Priorities annual process was shared, which is aligned with the legislative cycle. This year is a review year in the cycle, but there will be some program adjustments, based upon several factors such as what happens in the legislature. A high level timeline by activity was also presented.

Last year's budget calculator tool has been tweaked for this year's cycle to gather feedback on priorities from the community, rather than having actual dollar amounts (March-June). Legislative and individual updates should be completed by May-June; formal public hearings of the proposed budget will be held in June, and an anticipated budget adoption date is set for July or August at the latest.

An overview of the Board's role in the budget development process was given, along with the guiding principles of budget development.

#### **Part 5.0. ADJOURNMENT**

Board President Bonbright adjourned the meeting at 7:39pm.