

CEAFMP Advisory Committee

September 25, 2020, 1:00 – 3:00 PM

Meeting held remotely via Zoom

Minutes

Call to Order

1. Bilan Aden called the meeting to order at 1:07 PM
2. Roll Call:
 - a. Committee Members Present: Rachel Cassidy, Ross Parker, Jasmin Weaver, Sarah Igawa, Vivian van Gelder, Catherine Costello, Hillary Altmann, James Wagar, Andrew Thompson, Reid Saaris, Kathleen Zagers, Christina Pizana, Ted Kalmus, Michael Hubner, Dana Harrison
 - b. Board Directors Present: Eden Mack, Eliza Rankin
 - c. Staff Present: Fred Podesta, Ashley Davies, Becky Asencio, Jen Lincoln
3. Minutes from 9/18: Ted Kalmus made a motion to accept the minutes. Rachel Cassidy seconded. The motion passed unanimously. Michael Hubner and Dana Harrison abstained from the vote.

Main Topic

1. Review Draft CEAFMP Operations Manual
 - a. "Proxy," as noted in the operating manual, was defined as sending a substitute to convey one's vote or submitting one's vote via email when the rest of the committee is not voting via that mode. Voting by proxy was prohibited.
 - b. Voting via email, outside of meetings, was deemed acceptable if all committee members are voting that way. The committee prohibited fracturing the voting process, such that all votes must be cast the same way, either all via email or all in a meeting. The committee requested that this be captured in the operating manual.
 - c. Committee composition was discussed with a focus on the definition of diversity, establishing meaningful accountability for when the committee lacks racially diverse representation, and codifying robust selection and recruitment processes for filling available seats.
2. K-12 Planning Manager Becky Asencio delivered a presentation on BTA V Levy Planning. She provided a high-level overview of capital levies, the elements funded by levies, the district's Facilities Master Plan and related Board policies. She conveyed the timeline and process for the upcoming BTA V Levy, the data sources for identifying high priority needs in the district, and the committee's role in developing the list of proposed projects. She concluded with an example of scoring and ranking projects from the BEX V levy.
 - a. The committee requested comparisons of the SPS levy process to best practices or other processes to provide context and facilitate insights about different ways to work with the available data and draw conclusions.
 - b. Ms. Asencio clarified when and how the committee will participate in the BTA V levy process. The committee will provide input for the establishment of the criteria for scoring and ranking proposed levy projects. The committee will review and respond to

the proposed levy list at three points in the timeline: prior to the list going to the School Board and community, after the list receives feedback from the School Board and community, and prior to finalizing the list.

- c. Ms. Asencio confirmed that while the district must deliver on the projects promised in the levy, there is a provision in the levy to make adjustments if conditions change significantly. The levy funding does not change.

Closing

1. Next meeting; October 23, 2020
2. Jen will email the committee the PPT presentation from today's meeting.

The meeting adjourned at 3:00 p.m.