

**CEAFMP Advisory Committee Kick-Off Meeting**  
**May 22, 2020, 1:30 – 3:00**  
**Via Zoom**

**Minutes**

**Call to Order:**

1. Roll Call
  - a. Committee Members: Kathleen Zagers, Sarah Igawa, Dave Conway, Ted Kalmus, James Wagar, Jasmin Weaver, Rachel Cassidy, Hillary Altmann, Reid Saaris, Talonya Gabriel, Catherine Costello, Vivian van Gelder, Jess Zimbabwe, Christina Pizana, Ross Parker, Andrew Thompson
  - b. Board Directors: Eden Mack, Eliza Rankin
  - c. Staff: Ashley Davies, Fred Podesta, Jen Lincoln, Becky Asencio, Dr. Concie Pedroza
2. Agenda Review
3. First Breakout Conversation: *What experience or issue sparked your interest in participating on this committee?*
  - a. The Committee requested an equity analysis of the topics that they will be discussing.
  - b. The Committee requested historical analysis on each of the schools.

**Orientation to the CEAFMP Advisory Committee**

1. School Board Director Mack, of District IV, introduced herself
  - a. She recounted how the Growth Boundaries discussion initiated her participation with Seattle Public Schools
  - b. She referred to her prior work pursuing Full Funding for education in Washington
  - c. She described her work as the Chair of the Operations Committee, in terms of reviewing and updating policies, enhancing the work for planning, and attention to equity.
  - d. Director Mack conveyed her commitment to the CEAFMP committee members' voices being heard and acknowledged the value of the committee's time and expertise.
  - e. She referred to the CEAFMP Committee charter, which was approved in summer 2019, and encouraged the committee members to review the charter for a better understanding of the committee's responsibilities.
  - f. She also referred to policies 6900 and 6901 re. Facilities Master Planning and Levy planning, and Policy 0030 re. Educational and Racial Equity
2. Director of Enrollment Planning, Ashley Davies, and K-12 Planning Coordinator, Becky Asencio, presented their discrete work streams and how they work together.

- a. Ms. Davies conveyed the to the selection criteria applied to reviewing the CEAFMP applicants, and the emphasis on both regional representative and experience with racial equity.
  - b. She highlighted where the two departments appear in the SPS organizational chart.
    - i. Enrollment is part of Student Support Services
    - ii. Capacity Planning is part of Operations
  - c. She described cooperative work of her team and Ms. Asencio's team as a cyclical annual process
    - i. There is a short-term cycle within the year to balance enrollment and emergent capacity issues.
    - ii. The long-term planning addresses levies and facilities master-planning.
3. Second Breakout Conversation: *What questions, insights, concerns, or ideas do you have about what you just heard?*

### **Action Items**

1. Committee Coordinator, Jen Lincoln will share the PowerPoint presentation made by Ms. Davies and Ms. Asencio
2. Ms. Lincoln will share roster of the committee members.
3. She will also distribute a list of acronyms used by SPS.

### **Announcements**

1. The next meeting is scheduled for Friday, June 26, 1:00 – 3:00.
2. CEAFMP is invited to listen to the Board Work Session on Wednesday, June 17, 4:30 – 6:00 on the Student Assignment Transition Plan and Boundaries.
3. Two Racial Equity training modules will be disseminated to provide a foundation for ongoing discussion about the significance of Racial Equity in this work
4. The Committee is invited to do some pre-thinking about Committee norms, such as how to ensure equitable participation by all members.
5. A post-meeting survey, to inform the facilitators will be linked in the follow-up email.