



School Boundary Advisory Committee

MINUTES

OCTOBER 17, 2018

MEETING CALLED TO
ORDER AT 6:10 P.M.

EDUCATION SUPPORT CENTER, BOARD ROOM

FACILITATOR	Dr. Steven Ebell
MEMBERS PRESENT	Kelley Adams, Shiny Anand, Kari Balusek, Marie Boykin, Johnny Culp, Don Davis, Zach Dunham, Kimberley Dunn, David Dusi, Lucie Easterwood, Ashley Gogle, Sara Holder, Lauren Honeycutt, Nadin Noman, Ross Norman, Joseph Otto Jr., Lisa Palmer, Scott Reynolds, Tammi Rice, John Russo, Keith Stephens, Jon Thompson, Jenifer Treadway, Mark Turner, Ami Vaughn, Kim Wager, Karen Westerfeld
ADMINISTRATORS PRESENT	Dr. Greg Smith, Superintendent of Schools; Dr. Steven Ebell, Deputy Superintendent of Curriculum and Instruction; Dr. Robert Bayard, Chief Technology Officer; Dr. Karen Engle, Assistant Superintendent for Secondary; Ms. Holly Hughes, Assistant Superintendent for Elementary; Mr. Paul McLarty, Deputy Superintendent of Business and Support Services; Ms. Elaina Polsen, Executive Director of Communications; Ms. Leila Sarmecanic, General Counsel

Agenda topics

DISCUSSION
<p>1. Welcome and District Update Dr. Greg Smith, Superintendent of Schools, called the meeting to order at 6:10 p.m., welcomed the committee members to the meeting and thanked them for committing to serve. He informed the committee that they had been selected from out of over 480 applications received. He shared that CCISD is comprised of 44 campuses, over 42,000 students and 5,000 employees. With the approval of the 2017 Bond the building of Campbell Elementary, the District's 27th elementary campus, has begun and is scheduled to open in the fall of 2019. During this SBAC session, the committee will redraw elementary, intermediate and high school boundaries to maximize campus capacity throughout the District. School Board Policy dictates this process and it is very involved and, also, very good.</p> <p>2. Meeting Norms and Outcomes Dr. Steven Ebell, Deputy Superintendent of Curriculum and Instruction, also thanked the committee members for their service. He explained that this first meeting lays the groundwork for the meetings to follow. The committee will meet now through December 2018, break and then reconvene in January 2019. He stated that this committee has been very successful in the past. The committee is comprised of 32 members (30 parents and 2 community members) and names were drawn by feeder pattern. He then shared the following meeting norms, which are based on the CCISD Core Values (trustworthiness, respect, responsibility, fairness, caring and citizenship), with the committee:</p> <ul style="list-style-type: none"> • Be courteous and honest • Participate without dominating • Set aside personal agendas • Be thankful and hopeful • Take care of your needs • Have fun <p>3. Introductions Dr. Steven Ebell asked the committee to share their names, campuses their children attend, neighborhoods in which they reside in and one good thing that has recently happened in their lives. He then asked CCISD Administrators and staff to introduce themselves.</p> <p>4. Board of Trustees Guidelines and Charges Dr. Steven Ebell introduced current Board of Trustees President, Ms. Page Rander. She also thanked the committee for giving of their time to serve on the SBAC and being open to the process. She explained the purpose of the SBAC is to recommend new boundaries for elementary, intermediate and high schools to the Board of Trustees for the beginning of the 2019-2020 school year. The reason for this SBAC is the opening of a new elementary school and the need to assess all school boundaries. She then presented an overview of the following SBAC guidelines and charges:</p> <p><u>Charges</u> The SBAC shall examine potential attendance zones as well as related challenges associated with new and anticipated growth of CCISD and recommend new attendance zones which:</p> <ul style="list-style-type: none"> • Maximize the learning opportunities and needs for student achievement;

- Make efficient use of instructional facilities;
- Consider available data provided by the District and demographer; and
- Consider constructive public feedback

Ms. Page Rander added that it is best to avoid social media accounts during the course of the SBAC meetings.

Guidelines

- Stability: Minimize disruption of the community
 - Minimize movement of existing and future student population
 - Retain traditional neighborhood, municipal and geographic boundaries when practicable
 - Maintain existing instructional programs at current facilities
- Foresight: Make recommendations utilizing demographic forecast
 - Consider demographics and all reasonable, available information
 - Minimize potential for future reversals
- Efficiency: Make efficient use of resources
 - Avoid under or over utilizing facilities when possible
 - Consider cost of recommendations on facilities
 - Consider net impact of recommendations on bus routes
- Service: Meet community needs
 - Consider the demographic balance
 - Maintain effective feeder patterns and consider correcting irregular feeder patterns

Ms. Page Rander then encouraged the committee to consider all 42,000 students during the process and also added a personal charge of urging the members to stay involved with the schools and community through other volunteering opportunities.

5. SBAC Experiences and Advice

Dr. Steven Ebell introduced Mr. Trent Martin, previous SBAC Chairman and Vice-Chairman, to the committee. Mr. Trent Martin gave advice to the committee based on his experiences on the past three SBAC and two facility advisory committees he has served on including:

- Be thankful to live in CCISD;
- Speak up if the demographic data doesn't appear accurate;
- No decision has been made yet, regardless of what is heard from the community;
- Explore the areas and locations of schools in the District;
- People may contact you with questions and input;
- Public hearings comments in January may result in changes at the last meeting;
- The process is not complete until the Board of Trustees has approved.

6. SBAC Process and Timeline

Dr. Ebell provided an overview of the SBAC process and timeline as shown below:

- Open process
 - Information requests are accepted
 - Meeting minutes posted on the District website
 - Community input and questions are submitted through a form posted on the District website, then reviewed at the following SBAC meeting
- Information Shared
 - Demographer presentation
 - Elementary and secondary programs presented
- Ask questions
- Examine potential attendance data and scenarios
- Timeline
 - October: 2 meetings
 - November: 3 meetings
 - December: 2 meetings
 - January: Board Workshop presentation
- Consensus
 - We will not vote on recommendations
 - All issues are fully discussed
 - CCISD School Policy BQA (Local) "For consensus to exist, it is not necessary for every participant to agree in full, but it is necessary for every person to be given the opportunity to be heard and, in the end, for almost all to believe that the decision does not violate his or her convictions."

7. SBAC Binder Overview

Dr. Steven Ebell explained what information was included in each committee member's binder. He also shared other resources included the SBAC page on the District website.

- Binder
 - Committee Information
 - Member List

- Meeting Dates
- SBAC Charges and Guidelines
- Policy FC (Local)
- Meeting information
 - Meeting Agendas
 - Meeting Minutes
 - Questions and Answers
- School and Student Data
 - Demographic Projections
 - Current Student Enrollment
 - Campus Capacity
 - Campus Programs
- School Attendance Zones
 - Attendance Zone Maps
 - Subdivision Listings and Attendance Zones
 - Apartment Listings and Attendance Zones
- Content additions each meeting
- Website postings
 - Meeting Minutes
 - Agendas
- District Leaders

Dr. Ebell asked the committee if there were any questions and he then clarified that committee members, when presented with a concern or question, can either share the form posted on the District website or present the question to the committee at the next meeting. He also explained that committee member names will be posted on the District website and that the committee will be provided with a list of the Board of Trustees. Ms. Elaina Polsen, Executive Director of Communications, also clarified that the meetings are public and that public hearings in January 2019 will be live streamed.

8. Drawing of 1 and 2 Year Membership

Dr. Ebell shared School Board Policy, FC (Local) regarding the SBAC membership terms. "In order to establish continuity on the committee, members shall normally serve on two consecutive SBACs. To establish a staggered rotation, initial members shall participate in a drawing to determine which half shall serve only once and which shall serve twice. Because an SBAC is convened only when necessary, service may not necessarily be in consecutive years." Membership term drawing was then held to determine who would serve one and two year terms.

The members who will serve a two-year term are Kelley Adams, Kari Balusek, Marie Boykin, Johnny Culp, Zach Dunham, Kimberley Dunn, David Dusl, Ashley Gogle, Lauren Honeycutt, Joseph Otto Jr., Tammi Rice, Keith Stephens, Jenifer Treadway, Mark Turner, Karen Westerfeld.

The members who will serve a one-year term are Don Davis, Lucie Easterwood, Nadin Noman, Ross Norman, Lisa Palmer, John Russo, Ami Vaughn, Kim Wager, Karen Westerfeld. Shiny Anand, Sara Holder, Scott Reynolds and Jon Thompson will also serve a one year term; fulfilling the second year of their two year term from the previous SBAC.

9. Chair and Vice-Chair Description

Dr. Ebell announced that School Board Policy dictates the need for a committee chairperson and vice chairperson with the duties as follows.

The SBAC chairperson shall:

- Consult with the administrative liaison to develop agendas for meetings of the committee;
- Oversee preparation and presentation of committee reports and recommendations; and
- Review written minutes of each SBAC meeting to be filed by the administrative liaison and posted on the District's Web site.

The SBAC vice chairperson shall:

- Perform the duties of the chairperson in his or her absence; and
- Assist the chairperson as needed in overseeing and facilitating the work of the committee.

He asked the committee to either self-nominate or nominate someone else.

10. Commitments and Adjournment

Dr. Ebell encouraged the SBAC to come to the next meeting at 6:00 p.m. on October 24, 2018, where Templeton Demographics will present a report of the demographics projections of the District. He also asked the committee to consider a Chairperson and Vice Chairperson. He then asked if there were any questions or comments and the following clarifications were made:

Clarifications

- Suggestion to speak up if you hear data from the demographer that doesn't seem accurate
- Templeton Demographics is the same demographer the District has used for the last 3 SBAC sessions

- All available information will be taken into consideration during the process and there should be information available on the highway 146 expansion project, from the State Highway Department or city officials, at the next meeting
- It is best to attend meetings in person, however, email Dr. Ebell or his assistant, Ms. Rebekah Hughes, if Skype information is needed, prior to the meeting
- The site of the new elementary campus, Campbell Elementary, is located in Westover Park, past Gilmore Elementary on League City Parkway, where it dead ends
- The District's SBAC website page is located on the "Explore CCISD" tab under "District Committees" on the District website and a direct link will be sent to the committee
- The the Board of Trustees is presented with a report from Templeton Demographics twice a year and the checks and balance system is there for inconsistencies

The meeting was adjourned at 7:22 p.m.

All materials discussed at the SBAC meeting will be on the CCISD website for review at:

<http://www.ccisd.net/cms/One.aspx?portalId=645487&pageId=49119887>