



Sumner High School Project Review Task Force Final Charter

Problem Statement

The Sumner School District must determine a path forward to accomplish modernization and expansion of Sumner High School consistent with the Capital Bond ("Bond") and in light of state and local circumstances, including significant increased costs of school construction.

Project Background

In 2016, a Capital Bond was approved by the voters of the District, to fund, among other projects, the modernization and expansion of Sumner High School. Under the authority of the Bond Resolution, the goals of modernization and expansion of the High School, included constructing and equipping a new commons, cafeteria, restrooms, and additional seating in the gymnasium, making technology infrastructure and security improvements, and making other capital improvements as deemed necessary and advisable by the Board.

Within these goals, the District sought to provide additional future permanent classroom space for capacity up to 1,830 students to re-unite the student body housed in the existing portable classrooms into functional classroom space, to improve outdated teaching spaces and support services, to expand and relocate the cafeteria area (known as the Commons) to allow the student body to convene during the lunch hour into two shifts and to provide a central core for student activities and educational programs, to provide for a new library as the second floor of the Commons, to allow flexible programming and technology, to add additional classroom space for science, specialized instructional space for performing arts, industrial and illustrative arts programs aided by technology, music programs, and additional flexible areas for interdisciplinary study and activities to foster collaboration, and all coupled with associated support services, security, and circulation areas.

In 2017-18, planning and design moved forward with land use and associated building/development approvals and permits from the City of Sumner obtained in 2018. The Project included the demolition of the swimming pool (arising from its age and condition) and residential structures acquired after Bond approval on properties abutting the High School for use as construction staging areas and, in part, future student parking. The Project was advertised for bidding and only one (1) construction bid was submitted in an amount substantially over the construction budget. The Design Team thereafter prepared a re-tooled plan consistent with the goals of the Bond Resolution for consideration by the District's Board in light of current state and local circumstances.

On December 12, 2018, following several Design Team presentations at public study sessions and open, public meetings, the District's Board, in light of state and local circumstances, including the current construction environment, directed the Superintendent to seek review, study, and evaluation of all options for expansion and modernization of Sumner High School (the "Options") through the engagement of a Construction Management Firm. The Board further directed the Superintendent to convene a public Task Force to undertake such review, study, and evaluation with the facilitation of the Construction Management Firm and such other necessary consultants.

Following publication of a Request for Qualifications, the District retained the services of Hainline & Associates ("Hainline"), a highly qualified and experienced construction management firm in educational



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construction to lead the review, study, and evaluation of options by the Task Force. Under the direction and ultimate authority of the District, Hainline will assist the Task Force in making a recommendation for the direction of the modernization and expansion of the Sumner High School campus.

Task Force Goal

Working under the authority of the District and with the assistance of Hainline, the goal of the Task Force is to make a recommendation for direction of the modernization and expansion of the Sumner High School campus in light of state and local circumstances.

Task Force Purpose

Working collaboratively with Hainline, the Task Force will apply their individual and collective experience and expertise to consider concepts and provide input on development of options and ultimately recommending a path forward for modernizing and expanding Sumner High School consistent with the goals of the Bond Resolution.

Task Force Process

- Hainline will provide concepts and present to the Task Force.
- The Task Force will provide input, including suggestions for revisions to the concepts.
- Working iteratively with the Task Force, Hainline will refine concepts and turn them into potential options for the Task Force's consideration. Hainline and the Task Force will work to identify pros and cons and consider how options meet the best interests of the District (students, staff, and the community) within the goals of the Bond Resolution.
- Based upon the foregoing, the Task Force will seek to come to agreement on a path forward to recommend to the Superintendent how to proceed with modernizing and expanding Sumner High School in light of state and local circumstances.

Roles and Responsibilities

District Staff

- Provide specific educational facilities needs and requirements expertise to offer deeper understanding of the topics and inform Task Force dialogue.
- Provide meeting materials and resources to the Task Force.

Hainline

- Provide a reasonable development process to support collaborative discussions with the Task Force on a plan to modernize and expand Sumner High School based upon the above-identified considerations
- Provide design and construction expertise
- Listen to Task Force input and provide information responding to Task Force concerns and questions (within the bounds of their contracted scope of work with the District)
- Develop concepts and options that reflect input from the Task Force
- Demonstrate how Task Force input is/is not reflected in concepts and options and rationale for their choices



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Members

- Be willing to have an open mind and come to meetings prepared for thoughtful discussions.
- Members will share interests and objectives with all Task Force members and openly discuss the reasons behind their statements, questions and actions.
- Listen and recognize the legitimacy of the concerns and interests of others whether or not they agree with them.
- Read agendas and any provided materials in advance of each meeting.
- Explore issues from all points of view before forming conclusions.
- Share discussion time, encouraging all Task Force members to participate fully.
- Attend every meeting, to the best of their ability. Since the Task Force's work is condensed into a short timeline and each meeting will build upon discussions from previous meetings, alternative Task Force members will not be appointed.
- If members are not able to meet their responsibilities on the Task Force, a replacement Task Force member will be appointed.
- Respect the decisions made at previous meetings, even if they were not in attendance

Facilitator

- Serve as an impartial individual who guides the process, including facilitating Task Force meetings.
- Keep the group focused on the agreed-upon task. Set protocol for each meeting, suggest alternative methods and procedures, and encourage participation by all Task Force members.
- Work with the District to coordinate meeting logistics, prepare meeting agendas and materials (including meeting summaries and reports). Task Force members will be notified of what materials will be printed prior to each meeting. Summaries will be provided a week following each meeting.
- Work to assure relevant information is provided in a timely and effective manner, no later than three days before Task Force meetings.
- Assist in keeping communication open between the Task Force, District and Hainline staff.
- Will not offer substantive discussions or opinions about options.

External Communication

- Members will voice any concerns over the Task Force process through dialogue with the Superintendent, the facilitator, and other stakeholders before taking any public action or making any public communications that could have consequences for the Task Force process.
- Members will avoid characterizing the views or opinions of other Task Force members outside of any Task Force meeting or activity.
- Members will accurately describe Task Force recommendations that are conveyed to the District.
- Meeting observers will have an opportunity to provide written comments on comment forms provided at each Task Force meeting for consideration by the Task Force.



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Informing Task Force Discussions

- Task Force members will strive to collectively make reasonable requests and suggestions through a cooperative and collaborative discussion process with the District and Hainline.
- In discussions, the facilitator will seek out group consensus on the recommendations; the Task Force will not operate by vote. Decisions on modernizing and expanding Sumner High School are ultimately the decision of the Board of Directors of the District.

Meeting Ground Rules

- Meetings start and end on time.
- Silence electronics.
- Ask questions of each other to gain clarity and understanding.
- Express yourself in terms of your personal expertise, interests, and outcomes you wish to achieve.
- Listen respectfully and sincerely try to understand the perspectives, needs and interests of others.
- Come with curiosity and willingness to listen, learn and contribute.
- Share air time.