



**Puyallup School District #003  
Bell Time Task Force  
Session #3  
November 15, 2022  
Agenda**

**1. Overview (Review)**

- a. Welcome and Purpose
- b. Introductions
- c. Establish Ground Rules
- d. Notes and Documentation of Progress

**2. Bell Time Task Force Focus and Charter:**

- a. Per Policy 6600, Transportation, create and recommend new efficient bus routes that improve on-time performance starting with the 2023-2024 school year.
- b. Incorporate recent Safety Advisory Committee recommendations for safe walking routes.
- c. Assess future needs/facilities master planning to ensure students have equitable access to programs.
- d. Present to stakeholder groups, district staff, and/or the board of directors, as needed.

**3. Task Force Items for Review: (group work)**

- a. Understanding why this work is necessary (commitments to efficiencies and equity).
- b. Review groups
- c. Homework Region #2
- d. Region #2 Safe Walk Routes to School review
- e. Traffic Impact Review Region #2
- f. Region #2 bell time scenario group work



**4. Next Steps and Meeting:**

- a. Review Project Timeline for Next Session and Region #3
- b. Review Bell Time Scenarios (Group Work)
- c. Communications Plan for Community Engagement

**5. Closing and Review:**

- a. What is my homework, if any?
- b. Do we have the right people in the room?
- c. Next Meeting Reminder, Next Meeting is January 24, 2023
- d. Task force sharing protocol
- e. Adjourn



## **Puyallup School District Bell Time Task Force Overview:**

### **What: PSD is creating a Bell Time Task Force**

1. Analyze current school start and end times across PSD.
2. Review best practices research provided.
3. Engage stakeholders, which may include surveying, and activating other resources such as PTAs/ PTSOs / school staff, community group meetings, etc.
4. Interface as needed with other departments working on related work such as maintenance and operations, transportation, facilities, athletics, management, and staff development.
5. Determine recommendations for bell times that may include: facilities, transportation needs, food services, master scheduling, training, communication, coordination, evaluation, and improvements.
6. Create a report for the Superintendent's consideration.
7. Create communications for stakeholder groups.

### **Who:** The Bell Time Task Force will have three levels of involvement:

1. Steering Team who will do much of the preparation work.
2. Task Force that will meet to review the information and create recommendations for the Superintendent.
3. Stakeholder engagement through surveys, email, and focus groups (staff, PTA/PTSO, students, families, related Departments, and project teams).

**Why:** Access to education and the health and safety of our students and staff is the most fundamental responsibility of each member of the education community. We want to ensure that the recommendation to move school start and end times, internal controls, training, and readiness are in place by the required date of implementation.



**When:**

**This effort is starting in September 2022 and will be completed by June 2023.**

**Task Force Purpose:**

The Puyallup School District Bell Time Task Force serves in an advisory capacity to the Associate Superintendent of School Operations on proposed standards and procedures addressing the (insert charter language)

1. Mitigation (lessen the impact)
2. Preparation
3. Solicitation of Feedback
4. Operational Considerations
5. Consider PSD's Emphasis on Equity
6. Mindful of Financial Impact
7. Provide Recommendations

**Decision-making**

Decision-making for the recommendation to the Superintendent: Consensus (everyone supports the decision) is our hope, but we will capture the agreements of the Bell Time Taskforce and identify additional ideas that may not be supported by the Task Force as a whole. See project charter documentation agreements adopted by the board.



## **Ground Rules**

1. Listen with an open mind to different points of view
2. Treat all with respect
3. Challenge the status quo
4. Be courageous
5. Maintain a place of safety with each other
6. Give each other the benefit of the doubt and assume positive intent
7. Be mindful of the Puyallup School District's emphasis on Equity
8. Come prepared and participate fully



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*John A. Polm, Ed.D., Superintendent*



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