

**Sammamish  
DataSystems**

**Geographic Information Systems for Microcomputers**

P. O. Box 70382  
Bellevue, WA 98005-0382  
Telephone (425) 867-1485  
Fax (425) 861-0184  
Internet <http://www.sammdata.com>

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Dear Superintendent,

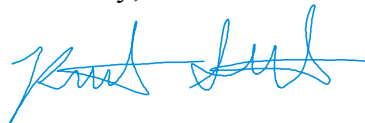
We are now receiving the Census 2010 data for Washington State. The latest Census geographic files are ready for evaluation of the current Board of Director districts. Several districts expressed concern about completing the newly aligned Board of Director districts in time for candidates to file for the September primary elections. There should be no problem meeting this deadline for those school districts that contact us before the end of the school year.

Many of you remember that we worked with the individual Educational Service Districts ten years ago to facilitate this work. Again, we have committed to preparing the required files for the entire state in order to assist local school districts and other local units of governments with their redistricting efforts. Consequently, we are absorbing the costs of the work that some individual ESDs paid. This actually has the effect of lowering the cost to the individual school districts for the redistricting work.

Attached is an information sheet that provides additional information on the entire redistricting process and the services that we provide to the school districts. This should answer most of the questions that your Board of Directors might have in regards to the whole process of realigning the current Board of Director districts in compliance with the requirements of the state law and various court decisions.

Please feel free to contact me if you have any further questions at 425-867-8962 or [bob.schweitzer@sammdata.com](mailto:bob.schweitzer@sammdata.com).

Sincerely,



Robert A. Schweitzer  
Redistricting Manager

Enclosure: Redistricting Information Sheet, RCW 28A.343.040

## **DESCRIPTION OF REDISTRICTING PROCESS**

### **What service is Sammamish Data System ready to provide to each School District and ESD in Washington State?**

Sammamish Data Systems prepares, as a disinterested third party, a proposal to realign the current Board of Director districts using the Census 2010 population counts as is required by RCW 28A.343.040. We do the work in two stages so that the local Superintendent and Board are fully involved in the process.

**Stage One:** Analyze the current Board of Director Districts using Census 2010 data.

1. Prepare an accurate set of boundaries for the current Board of Director districts with the GeoSight Professional software and the Census 2010 geographic units.
2. Prepare a color map in .PDF format of the current Board of Director districts.
3. Merge the Census 2010 population counts using data for individual Census blocks (the smallest geographic elements for which Census data is available) with the boundaries for the current Board of Director districts.
4. Prepare detailed population distribution reports for each of the current Board of Director districts in .PDF format.
5. E-mail the map and the detailed reports to the Superintendent for use by the Board of Directors to analyze the Census data for the existing Board districts.

The Board would then have the information they need to make one of the following decisions:

- a. The existing districts are still relatively in balance with each other so nothing else needs to be done. The Revised Code of Washington State requires that at least this step be completed by all local governmental units who elect their Board from local districts.
- b. Some of the Board of Director districts are still within a few percentage points of the ideal population, however some have had significant growth or population loss in the past decade and need to be realigned.
- c. All of the Board of Director districts have experienced enough population change that all the districts need to be realigned to achieve equal population balance.
- d. Consider restructuring the districts so that there would be one at-large and 4 local districts or 2 at-large and 3 local districts.

**Stage Two:** Realign the current Board districts to achieve equal population counts.

1. Realign the Board of Director districts using Census 2010 data following the request of the Board and Superintendent using the GeoSight

Professional software. This involves equalizing the population of the individual districts while remaining aware of the following considerations:

- a. Current configuration of the Board of Director districts
  - b. Local communities of interest and political boundaries
  - c. Major physical barriers that create natural boundaries
2. Provide the Board with a color map in .PDF format of the proposed new districts along with detailed population reports for each of the proposed new districts in .PDF format suitable for public hearings and Board review.
  3. Prepare narrative descriptions of the individual Board districts *after* the School Board has approved the new configuration. These descriptions can then be forwarded to the local Educational Service District for their records and County Auditor for their use in adjusting the election precincts.

### **What is the cost for this work?**

The cost for preparing all of the items described in Stage One is \$250.00.

The cost for preparing all of the items described in Stage Two is \$250.00 for up to 5 districts. If Sammamish Data is requested to realign more than five Board districts, each additional district would be \$50.00. If a Board requests alternative plans to be prepared, please call for additional costs.

### **What does a local School District or ESD need to do to initiate this work?**

The Superintendent, or his or her designee, needs to send Sammamish Data System a current map showing the current Board of Director districts. If there is no map available, a written description of the boundaries of the current districts can be provided. Even though it is likely that Sammamish Data realigned your Board districts in the early 2000s, we have discovered that many Boards made “minor” changes to the final proposals submitted by Sammamish Data Systems. We also need a written authorization to proceed with the work which for many districts is a Purchase Order.

### **How long does this work take?**

According to state law, this work must be done within eight months after the receipt of the latest data from the federal decennial census. Normally, it takes the staff at Sammamish Data about a week to complete the work involved with each stage described above. We will work as rapidly as possible, without sacrificing accuracy, to complete the work for each school district in the order that we receive the requests from the individual districts. *Please be sure to notify SDS if an Election time-frame needs to be considered.*

### **What do I have to do next to have this important work completed in a timely fashion?**

Send a map, and or a written description, of the current Board of Director districts to Sammamish Data Systems along with a purchase order or some other written authorization to proceed. If you need additional information, please contact Robert Schweitzer at (425) 867-8962 or at [bob.schweitzer@sammdata.com](mailto:bob.schweitzer@sammdata.com).

## **Statutes Related to Division of School District Director Districts**

### **RCW 28A.343.040 Division or Re-division of District into Director Districts.**

It is the responsibility of each school district board of directors to prepare for the division or redivision of the district into director districts no later than eight months after any of the following:

- (1) Receipt of federal decennial census data from the redistricting commission established in RCW 44.05.030;
- (2) Consolidation of two or more districts into one district under \*RCW 28A.315.270;
- (3) Transfer of territory to or from the district under \*RCW 28A.315.280;
- (4) Annexation of territory to or from the district under \*RCW 28A.315.290 or 28A.315.320; or
- (5) Approval by a majority of the registered voters voting on a proposition authorizing the division of the district into director districts pursuant to \*\*RCW 28A.315.590.

The districting or redistricting plan shall be consistent with the criteria and adopted according to the procedure established under \*\*\*RCW 29.70.100.

### **RCW 28A.343.060 District boundary changes — Submission to county auditor.**

- (1) Any district boundary changes, including changes in director district boundaries, shall be submitted to the county auditor by the school district board of directors within thirty days after the changes have been approved by the board. The board shall submit both legal descriptions and maps.
- (2) Any boundary changes submitted to the county auditor after the fourth Monday in June of odd-numbered years shall not take effect until the following year.

### **RCW 28A.343.070 Map of directors' districts.**

Each educational service district superintendent shall prepare and keep in his or her office a map showing the boundaries of the directors' districts of all school districts in or belonging to his or her educational service district that are so divided.

### **RCW 28A.310.200 ESD Board — Powers and duties — Rules.**

In addition to other powers and duties as provided by law, every educational service district board shall:

- (5) Keep in the educational service district office a full and correct transcript of the boundaries of each school district within the educational service district;