

# BAINBRIDGE ISLAND SCHOOL DISTRICT

## SCHOOL BOARD MEETING AGENDA

**Date:** March 29, 2012  
**Time:** 5:30 p.m.  
**Place:** Board Room – Commodore Commons

### **Board of Directors**

President – Patty Fielding  
Vice-President – Mary Curtis  
Directors – Tim Kinkead, Mike Spence

**Call to Order** (5)

**Public Comment** (5)

**Superintendent's Report** (10)

**Board Reports** (10)

### **Presentations**

A. American Red Cross Agreement (15)  
Action: Approval of Agreement

B. Professional Development Calendar: Early Dismissal Proposal Update (20)  
Action: No Action

C. Teacher-Principal Evaluation Update: Revised Legislation (20)  
Action: No Action

D. State and District Budget Update (10)  
Action: No Action

E. Monthly Technology Report (10)  
Action: No Action

F. Monthly Capital Projects Report (10)  
Action: No Action

G. Wilkes Elementary Replacement: Change Order No. 5 (10)  
Action: Board Approval

H. Woodward Middle School & Bainbridge High School 200 Building (10)  
Building Compliance Evaluation Annual Report  
Action: No Action

I. Monthly Financial Report (10)  
Action: No Action

J. 2011-2012 Calendar Change (10)  
Action: Board Approval

**Personnel Actions** (5)

**Consent Agenda** (5)

**Projected Adjournment**  
Possible Executive Session

**8:30 PM**



**American  
Red Cross**

# *Statement of Agreement*

*For Use of Facility*

This Agreement is made and entered into between the governing board of Bainbridge Island School District (school district, church, other organization) of Kitsap County, state of Washington, and the American Red Cross serving King and Kitsap Counties, chapter of The American National Red Cross (Red Cross), collectively "the Parties."

## Recitals

Pursuant to the terms of federal statutes, the Red Cross provides emergency services on behalf of individuals and families who are victims of disaster.

School Board President (Official) is authorized to permit the Red Cross to use Bainbridge Island School District (school district, church, other organization)'s buildings, grounds and equipment required in the conduct of Red Cross disaster services activities, and wishes to cooperate with the Red Cross for such purposes.

The Parties hereto mutually desire to reach an understanding that will result in making the aforesaid facilities of Bainbridge Island School District (school district, church, other organization) available to the Red Cross for the aforesaid use.

Now, therefore, it is mutually agreed between the Parties as follows:

1. The Bainbridge Island School District (school district, church, other organization) agrees that, after meeting its responsibilities to its pupil/parishioners/members/clients, it will permit, to the extent of its ability and upon request by the Red Cross, the use of its physical facilities by the Red Cross for disasters victims.
2. The Red Cross agrees that it shall use reasonable care in the conduct of its activities in such facilities.
3. The Red Cross and Bainbridge Island School District (school district, church, other organization) **agree to provide to each other, and update yearly**, the point of contact information with each other by providing written notice, hand delivered or mailed to the parties at their respective addresses set forth below, or at such other address of which either party shall notify the other in accordance with the provisions hereof.

**To:**

Bainbridge Island School District  
8489 Madison Avenue NE  
Bainbridge Island, WA 98110

**Attn:** Pam Keyes

**To:**

**American Red Cross**  
**Serving King and Kitsap Counties**  
**Disaster Services—Logistics / MSS**  
**811 Pacific Avenue**  
**Bremerton, WA 98337**

4. For each use of the facility, the parties agree to execute a Facility Agreement form. The parties, acting through their duly authorized officers, have executed this Contract as of the Effective Date.

Bainbridge Island School District

*Organization*

Signature of Responsible Authority/  
President/Governing Board

Patty Fielding  
*Printed Name*

School Board President  
*Title*

Effective Date

American Red Cross Serving King & Kitsap Counties  
Chapter of the American National Red Cross

*Organization*

Signature of Red Cross Disaster Operations Authority

David A. Rasmussen  
*Printed Name*

West Sound Emergency Services Manager  
King and Kitsap Counties Chapter  
*Title*

Effective Date

**BOARD OF DIRECTORS**

Patty Fielding  
John Tawresey  
Mary Curtis  
Mike Spence  
Tim Kinkad



**SUPERINTENDENT**  
Faith A. Chapel

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8489 Madison Avenue NE \* Bainbridge Island, Washington 98110-2999 \* (206) 842-4714 \* Fax: (206) 842-2928

March 23, 2012

TO: Faith Chapel, Superintendent  
FR: Peter Bang-Knudsen, Assistant Superintendent  
RE: Professional Development/Collaboration Calendar Committee Update

As you'll recall, I presented to the School Board on January 26 about the need for continual improvement and additional time for staff training and collaboration. It is our theory of action that by providing additional time for professional development and collaboration during the week that we will continue to hone and improve our instructional practices, and that these improvements will result in improved student learning. Our proposal is to shift from a monthly ½ day release (180 minutes) to a weekly 90 minute release.

Since we last spoke, the following things have occurred related to this process:

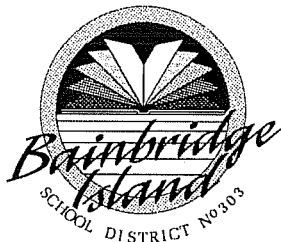
- Joint district and BIEA presentations at every school building.
- Presentations and several PTO meetings across the district.
- Conducted a teacher survey that showed a large majority of our teachers were dissatisfied with our current monthly early release, and a large majority of our teachers were interested in shifting to a weekly early release.
- Sent out a District wide e-mail to parents describing the rationale, and the proposed schedule change.
- Conducted a parent survey requesting feedback on the proposal.

At this time, the parent survey has not closed. At the School Board Meeting, I will share some of the results and analysis from the teacher and parent surveys.

In terms of next steps, we are recommending that we take the feedback from the parent and teacher surveys, and work with the bargaining teams to determine whether a weekly early release schedule is feasible. The goal would be to share this proposed schedule later in the spring. If you have any questions about this process, please do not hesitate to contact me.

**BOARD OF DIRECTORS**

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Tim Kinkad



**SUPERINTENDENT**  
Faith A. Chapel

March 23, 2012

TO: Faith Chapel, Superintendent  
FR: Peter Bang-Knudsen, Assistant Superintendent  
RE: Teacher/Principal Evaluation

This Memo is intended to provide an update on the Teacher/Principal Evaluation timeline, as well as an update on Senate Bill 5895 which provides further guidance on the teacher and principal evaluation process.

Both the teacher and principal evaluation committees are progressing toward creating evaluation tools, and implementing a professional development plan for these new evaluation systems. Later this spring, I will return with a more details about the results of our endeavors.

Attached to this memo is a synopsis of Final Bill Report ESSB 5895 for your review. I will highlight some key elements of this synopsis, as well as the latest OSPI perspective around implementation of this new legislation at the Board Meeting. While there are several components to the new evaluation law, the most important aspect for the Bainbridge Island School District in the immediate future is that the new law extends the full implementation for the teacher evaluation from 2013-2014, to 2016-2017. In essence, when we include the pilot year, this will allow for a four year phase in of the new evaluation system. This will be helpful to our District in the terms of the affordability of introducing a new evaluation system, and the capacity for training teachers over a series of years, rather than all at once.

I will provide the School Board with another update later this spring about the details of our newly proposed evaluation model. If you have any questions about this process, please do not hesitate to contact me.

# FINAL BILL REPORT

## ESSB 5895

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### Synopsis as Enacted

**Brief Description:** Regarding certificated employee evaluations.

**Sponsors:** Senate Committee on Ways & Means (originally sponsored by Senator Murray).

**Senate Committee on Ways & Means**

**House Committee on Education**

**House Committee on Ways & Means**

**Background:** Teacher and Principal Evaluation Systems. Certain aspects of performance evaluation for certificated school employees are specified in statute. Consequences such as probation or nonrenewal of contract are based on performance judged not satisfactory. Before 2010 one set of evaluation criteria was specified for teachers and other certificated instructional staff (CIS), and one set for administrators. Beyond the minimums provided in statute, the details of the process and criteria for evaluation are subjects of collective bargaining.

Legislation enacted in 2010 directed development of revised evaluation systems specifically for teachers and principals, including eight new evaluation criteria for teachers, eight criteria for principals, and a four-level rating system that uses a continuum of performance based on the extent the criteria have been met.

The revised evaluation systems have been implemented first in eight pilot school districts and a consortium of small rural school districts, beginning with a design phase in 2010-11 and trial implementation in 2011-12. The Office of the Superintendent of Public Instruction (OSPI), along with a steering committee of organizations representing teachers, principals, administrators, and parents, has been overseeing implementation of the Teacher Principal Evaluation Pilot (TPEP).

The pilot districts have been using research-based frameworks that describe the attributes and characteristics of teaching and leadership based on the evaluation criteria and based on levels of performance. OSPI was directed to recommend in a July 2011 report whether a single statewide evaluation model should be required. The preliminary recommendation was that districts should be encouraged to select from a limited number of state-approved models, with a state approval process for districts who wished to use a different system.

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*This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not a part of the legislation nor does it constitute a statement of legislative intent.*

Revised teacher and principal evaluation systems must be implemented in all school districts beginning with the 2013-14 school year. State requirements for the evaluation of other CIS and other administrators have not changed.

Probation. For teachers and other CIS whose performance is judged not satisfactory, a probationary period of 60 school days must be established, along with a program for improvement in specific areas of deficiency. An employee may be removed from probation if that employee has demonstrated improvement to the satisfaction of the evaluator in the areas identified in the improvement program. Lack of improvement is grounds for a finding of probable cause for nonrenewal of contract.

Evaluation Periods. Evaluations of teachers and other CIS must be conducted annually. However, after a teacher or CIS has four years of satisfactory evaluations, the school district may use a short form of evaluation, a locally-bargained professional growth option, a regular evaluation, or some combination. A regular evaluation must be conducted at least once every three years unless the local bargaining agreement extends this time period. A teacher under the revised system will be eligible for a short form of evaluation after four years at one of the top two evaluation ratings.

Evaluation Training. School districts must require any supervisor with responsibility for evaluation to have training in evaluation procedures, and a supervisor may not evaluate a teacher without having received such training.

Provisional and Continuing Contract Status. Except for superintendents, all school district employees are hired on a one-year contract. Teachers and other CIS are considered provisional employees during the first three years of employment or during the first year in a new district if they have worked at least two years in another district. While there are some procedures and due process requirements for non-renewal of a provisional employee's contract, it is not necessary for the district to show probable cause as a justification. All other certificated staff, including administrators, are considered to have continuing contract status where probable cause must be shown for nonrenewal.

Teacher and Principal Certification. The Professional Educator Standards Board (PESB) has established two levels of certification: residency, which is achieved after completion of an approved preparation program; and professional, which is a second-tier certification achieved after three years of experience and a specified process of additional professional development. For renewal of professional certificates, instead of a certain number of hours of continuing education, PESB is moving toward requiring teachers and principals to establish individualized professional growth plans (PGPs) under which a variety of planned activities may occur that are intended to improve their knowledge and skills.

**Summary:** Teacher and Principal Evaluation Systems. The following labels are established for the four levels of the teacher and principal rating systems:

- Level 1: Unsatisfactory.
- Level 2: Basic.
- Level 3: Proficient.
- Level 4: Distinguished.

Each teacher and principal receives one of the four performance ratings for each of the eight evaluation criteria, and an overall rating for the entire evaluation. The Office of Superintendent of Public Instruction (OSPI) must adopt rules that describe the ratings and set a common method for calculating the comprehensive and focused summative evaluation ratings. Student-growth data must be a substantial factor in evaluating performance for at least three of the eight evaluation criteria for both teachers and principals. This student-growth data may include the teacher's performance as an individual or as a member of a team, when relevant.

OSPI must identify up to three preferred instructional frameworks and three leadership frameworks to support the new evaluation system. Each school district must use one of the preferred frameworks for teachers and one for principals.

Beginning with the 2015-16 school year, evaluation results for certificated classroom teachers and principals are used as one of multiple factors in making human resource and personnel decisions. Human resource decisions defined to include (but not be limited to) staff assignment, including the consideration of an agreement to an assignment by an appropriate teacher, principal, and superintendent; and reduction in force. Clarification is included that the bill does not limit the ability to collectively bargain how the multiple factors are used in making human resource or personnel decisions, with the exception that evaluation results must be a factor.

School districts are encouraged to recognize teachers and principals with Distinguished ratings.

Implementation begins no later than the 2013-14 school year and end in the 2016-17 school year and is fully complete in the 2015-16 school year. The bill details which teachers and principals must transition to the new evaluation system first.

Probations. Additional days of probation may be added to the required 60 days for certificated classroom support personnel and teachers as long as the probationary period is concluded before May 15 of that year. However, for teachers with five or more years of experience receiving performance rating less than Level 2, the probationary period may be extended into the second year. If the teacher does not make progress in the second year and move from Level 2, the district must implement the employee-dismissal process.

For teachers and principals who have been transitioned to the new evaluation system, not satisfactory is defined, for purposes of probation, as:

- a summative comprehensive evaluation performance rating at Level 1; or
- a summative comprehensive evaluation performance rating at Level 2 if the teacher or principal has a continuing contract with five or more years' experience and if the rating is received for either two consecutive years or two out of three years.

A teacher cannot leave provisional status and gain continuing-contract status until the teacher receives at least a Level 2 rating.

Evaluation Periods. All teachers and principals must be evaluated each year. Every four years, the evaluation must be comprehensive and use all eight criteria. In the intervening

years, evaluations are focused, zeroing in on a specific evaluation criterion for professional development.

Annual, comprehensive evaluations must be given in the following cases:

- new teachers and principals in the first three years of employment;
- new principals in the first year of employment, if previously employed as a principal by another district in Washington for three or more consecutive school years; and
- teachers or principals receiving a Level 1 or Level 2 rating in the previous year.

School districts are encouraged to conduct comprehensive evaluations of principal performance annually.

A group of teachers or a group of principals may focus on the same criteria and share professional growth activities. A teacher or principal may be transferred from a focused evaluation process to a comprehensive evaluation process because they have requested to receive a comprehensive evaluation or because the evaluator requires that a comprehensive evaluation be conducted. Professional growth activities under focused evaluations may be used to fulfill PGP requirements for professional certificate renewal.

Evaluation Training. Principals and administrators who are evaluators must engage in professional development to implement the revised evaluation system before evaluating teachers.

Subject to funds appropriated, OSPI must develop a professional development program to support implementation of the revised evaluation systems. The professional-development program must include an online training package. Required components and topics of the program are specified.

Principal Certification. After August 31, 2013, residency principal candidates must show knowledge of evaluation research, use of student-growth data and multiple measures, and Washington's requirements and have practiced evaluation skills. Beginning in September, 2016, the Professional Educator Standards Board must incorporate evaluation training as a requirement for continued certification.

**Votes on Final Passage:**

Senate	46	3
House	82	16

**Effective:** 90 Days.



**BOARD OF DIRECTORS**

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Patty Fielding  
Timothy Kinhead  
Mike Spence  
John Tawresey



**SUPERINTENDENT**  
Faith A. Chapel

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8489 Madison Avenue NE \* Bainbridge Island, Washington 98110 \* (206) 842-4714 \* Fax: (206) 842-2928

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**March 23, 2012**

**TO: Board of Directors**  
**FR: Faith A. Chapel, Superintendent**  
**RE: State and District Budget Update**

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**State Budget Update:**

After failing to reach agreement on a supplemental state budget by the end of its regular session, the Legislature was called back into special session by Gov. Gregoire, on March 12. Since that time, budget negotiators have reached consensus that there will be no further reductions to K-12 education funding. However, they have not been able to agree on the strategy that will be used to address the budget shortfall.

Democrats have proposed delaying a monthly payment to K-12 schools by a day, pushing it into the next two-year budget and saving \$330 million in the current biennium. Republicans oppose the delay, arguing it would contribute to a shortfall in the next budget cycle. Instead, they have proposed skipping a \$133 million payment toward funding older, closed pension plans for teachers and state workers. The two parties have remained deadlocked over these differences.

A third alternative strategy was proposed by the governor's office on Wednesday, March 21. Officials are exploring a permanent change to a state accounting process that would allow lawmakers to balance the current two-year budget by briefly claiming control of local sales taxes that get redistributed to jurisdictions across the state.

In a memo to county treasurers on Thursday, the state treasurer said officials were looking to hold local sales and use taxes in the state's general fund for an extra month - something that would provide a \$238 million one-time boost to the state balance sheet. That money is usually sent right into a dedicated account and later distributed back to local governments. Under this proposal, local governments would continue to receive their allocations on a similar schedule and would be "made whole" on the small amount of interest earnings that they would lose. This proposal is being considered by budget writers.

**District Budget:**

The District Budget Advisory Committee met on March 13 to discuss strategies to address a projected shortfall that could be as high as \$1.4 million. A copy of the budget projection document is attached. Anticipated reductions in enrollment will require reductions in staff positions and support services to align with reductions in revenue. DBAC members reviewed budget subcommittee reports from 2009-11 and staff and parent survey data from 2009 and 2011 to develop a list of budget reduction strategies that have not yet been implemented. DBAC will meet again on March 27 to discuss possible strategies.



Washington State  
School Directors' Association

# Legislative Update

March 19, 2012

By Marie Sullivan, WSSDA Director of Governmental Relations

## Special session not so special

The Legislature has entered the second week of a 30-day special session without a clear resolution to the \$500 million projected shortfall for the two-year operating budget that ends June 30, 2013.

Not only are lawmakers divided on what cuts to impose to close the gap, but on how much money to leave on the books in case of weaker revenue and caseload forecasts still to come.

As a quick reminder, the Legislature adjourned March 8 after passing only one of the three budgets they typically update during a short session. Agreements and paperwork were finished for the supplemental transportation budget on the last day of the regular session. But the capital budget – touted as the state's "jobs" package – and the operating budget are still on the table.

Last week, Gov. Chris Gregoire met with legislative leaders, including budget negotiators. However, immediately following a March 15 meeting with House and Senate colleagues on budget issues, Senate Republicans (plus three) released a new version of their spending plan (use the 3/15 documents).

The good news for education advocates? No more cuts to K-12 or higher education.

The bad news? According to Senate Democrats, the proposal is slightly more palatable than the previous "22+3" budget that passed the Senate two weeks ago, but it still doesn't get them over the finish line due to the proposed \$133 million pension skip. It does, however, give a little on the ending fund balance, dropping to about \$440 million.

The latest Senate budget proposal also included several "strings," in the form of a wish list of reforms, including a rewrite of SB 6202 (new version not available) to create up to 10 charter schools aimed at struggling and disadvantaged students. Other reforms on the list include:

- A four-year balanced budget;
- A constitutional amendment to lower the state's debt limit;

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retirees;

- Consolidating the K-12 health benefits system; and
- Repealing the voter-approved initiatives to reduce class size (I-728) and COLAs (I-732), which Republicans are calling "unfunded mandates."

Unhappy with the lack of action, and the budget stunt on Thursday, Gov. Gregoire pulled back on the bill signings, threatening delays and vetoes to bring legislators to the table. Bill signings last week were pared down significantly, and today's bill signing was cut in half, although the Governor acted on several education bills.

Budget negotiators were called into a meeting earlier today with OFM director Marty Brown. But since the Olympia news blogs aren't going crazy, apparently no deal, yet.

For those keeping tally, three of the four "public" supplemental budgets do not propose any cuts to K-12 or higher education. House Republicans have announced that their supplemental plan no longer includes any reductions to K-12 or higher education programs, although the actual details have yet to be released.

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Bainbridge Island School District  
**2012-13 General Fund - Projected Budget Gap**

Updated: March 23, 2012

Changes from 2011-12 General Fund budget to 2012-13 budgets include the following:

**REDUCTION IN REVENUES & INCREASED COSTS:** **2012-13**

Possible non-recurring 2011-12 revenue items:

- |                                       |          |           |
|---------------------------------------|----------|-----------|
| • Bainbridge Schools Foundation (BSF) |          |           |
| ➤ 2011-12 Staffing                    | Subtotal | \$650,000 |

State/federal budget reductions for 2012-13

- |                                                                 |          |                  |
|-----------------------------------------------------------------|----------|------------------|
| • State funding for categorical programs (Spec ed, LAP, etc.)   |          | \$ 55,000        |
| • State funding for Materials, Supplies, Operating Costs (MSOC) |          | \$ 15,300        |
| • Federal funding for IDEA, Title I, etc.                       |          | <u>\$ 10,000</u> |
|                                                                 | Subtotal | \$ 80,300        |

Salary and benefit adjustments

- |                               |          |           |
|-------------------------------|----------|-----------|
| • Pension cost increases      |          |           |
| • Experience step increases   |          |           |
| • Insurance cost increases    |          |           |
| • L&I, Unemployment increases | Subtotal | \$ 65,000 |

Other adjustments:

- |                                                                                  |          |                  |
|----------------------------------------------------------------------------------|----------|------------------|
| • Utilities, Water & Sewer                                                       |          | \$ 75,000        |
| • Implementation & training for new math curriculum and teacher evaluation pilot |          | \$200,000        |
| • Local levy changes                                                             |          | \$200,000        |
| • Enrollment projection (-@100 students )                                        |          | <u>\$520,000</u> |
|                                                                                  | Subtotal | \$995,000        |

<b>SUBTOTAL OF REDUCTIONS/INCREASED COSTS</b>	<b>(\$1,790,300)</b>
-----------------------------------------------	----------------------

Staffing adjustment to align with enrollment

- |                                           |           |
|-------------------------------------------|-----------|
| • Reduce classroom teacher FTE (@4.4 FTE) | \$374,000 |
|-------------------------------------------|-----------|

<b>PRELIMINARY BUDGET GAP 2012-13</b>	<b>(\$1,416,300)</b>
---------------------------------------	----------------------

NOTES:

- |                                                          |           |
|----------------------------------------------------------|-----------|
| • If Bainbridge Schools Foundation renews similar pledge | \$650,000 |
| • Fund balance available to be applied to 2012-13        | <u>??</u> |

<b>ADJUSTED BUDGET GAP IF BSF RENEWS PLEDGE</b>	<b>(\$800,300)</b>
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**BOARD OF DIRECTORS**

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**SUPERINTENDENT**

Faith A. Chapel

8489 Madison Avenue NE

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Bainbridge Island, Washington 98110-2999

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(206) 842-4714

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Fax: (206) 842-2928

To: Faith Chapel, Superintendent

From: Randi Ivancich, Director of Instructional Technology & Assessment

Date: March 29, 2012

Re: Technology Report

**Technology Levy Budget Summary**

This summary provides information on the total encumbrances to date applied to the 2010 Technology Levy budget for the 2011-2012 school year.

FY 2011/2012 Technology Levy Budget		\$1,228,480
Encumbered Purchase Orders	\$ 202,614	
Expenditures to Date	\$ 267,090	
Total Encumbrances to Date		<u>\$ 469,704</u>
FY 2011/2012 Technology Levy Budget Balance		\$ 758,776

**Learning: Engage & Empower**

Technology Department staff are investigating options for increasing the density of our wireless network. This would allow more devices to attach to our wireless network. The advent of personally owned devices creates the expectation and demand that our district network will allow personally owned devices to run on our network. An increasing number of students, primarily at the high school level, are bringing their own devices to school. Students are able to attach to a guest-like, student level for Internet access but our current network does not allow the devices to access the network drives such as the shared drive. The expansion of the wireless network capacity will give the opportunity for student owned devices to be used at school and in the classroom to promote access to learning resources both in and beyond our district systems.

**Teaching: Prepare & Connect**

Most buildings are completing their building-based technology professional development for certificated staff. Staff have participated in training to increase proficiency with the website, Moodle, Office 2010, Google Apps for Education, content-specific web-based applications, online resources, creating lessons incorporating multimedia, and analyzing student assessment data.

**Assessment: Measure What Matters**

Building and district administrators are being introduced to the data dashboard called Homeroom. Homeroom is regularly making improvements and adjustments to their product to better meet the needs of educators. For example, in the past month, Homeroom added a new sorting feature that allows for a projection of the next year's students. This information can be helpful in determining class assignments and creating the appropriate number of sections for a specific course.

**Infrastructure: Access & Enable**

Our network supervisor is laying the foundation for our summer migration to Active Directory by creating a parallel system that will run alongside our current system. This will allow us to test and adjust specific aspects of the new system while still running on the current system.

In cooperation with Capital Projects, technology staff will be upgrading the cabling infrastructure in specific areas of certain schools to meet current demand. Some of this work may occur over spring break while school is not in session.

**Communications & Productivity**

Training continues with modules of our Schoolwires website. Staff had the opportunity to participate in a 3-hour training in the use of the Photo Gallery app and a second 3-hour training in the use of podcasts and video on the website. District and building staff with website responsibilities participated in these trainings conducted by one of our computer coordinators experienced with multi-media on websites.

**2010 TECHNOLOGY LEVY  
2011-12 District Fiscal Year Summary**

	<b>ESTIMATED BUDGET</b>	<b>ENCUMBERED TO DATE (TOTAL AMT)</b>	<b>EXPENDITURES TO DATE</b>	<b>ENCUMBERED PO BALANCE</b>	<b>LEVY BUDGET BALANCE</b>
<b>LEARNING:</b>					
<b>Engage and Empower</b>	<b>270,333</b>				<b>253,586</b>
Hardware	195,333	3,775	3,775	0	191,558
Software	70,000	7,973	5,782	2,191	62,027
Professional Development	5,000	5,000	0	5,000	0
<i>Sub-total LEARNING</i>		16,748	9,557	7,191	
<b>TEACHING:</b>					
<b>Prepare and Connect</b>	<b>134,861</b>				<b>115,321</b>
Hardware	5,000	4,030	4,030	0	970
Software	0	0	0	0	0
Professional Development	129,861	15,510	2,368	13,143	114,351
<i>Sub-total TEACHING</i>		19,541	6,398	13,143	
<b>ASSESSMENT:</b>					
<b>Measure What Matters</b>	<b>55,500</b>				<b>9,693</b>
Hardware	2,000	2,287	1,721	566	(287)
Software	43,500	43,520	43,520	0	(20)
Professional Development	10,000	0	0	0	10,000
<i>Sub-total ASSESSMENT</i>		45,807	45,241	566	
<b>INFRASTRUCTURE:</b>					
<b>Access and Enable</b>	<b>303,600</b>				<b>286,119</b>
Hardware	107,500	3,324	3,324	0	104,176
Software	183,100	1,156	1,768	-612	181,944
Professional Development	13,000	13,000	0	13,000	0
<i>Sub-total INFRASTRUCTURE</i>		17,481	5,092	12,388	
<b>COMMUNICATIONS + PRODUCTIVITY</b>	<b>224,590</b>				<b>93,974</b>
Hardware	81,200	52,056	9,350	42,706	29,144
Software	91,650	72,153	69,305	2,849	19,497
Professional Development	51,740	6,406	3,098	3,308	45,334
<i>Sub-total COMM. + PROD.</i>		130,616	81,752	48,863	
Technical Support	239,846	239,513	119,050	120,463	333
<i>Sub-total Technical Support</i>		239,513	119,050	120,463	
<b>= Total</b>	<b>\$ 1,228,730</b>	<b>\$469,704</b>	<b>\$267,090</b>	<b>\$202,614</b>	<b>\$759,026</b>



Bainbridge Island SD #303  
Facilities/Capital Projects Office

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To: Faith Chapel, Superintendent  
From: Tamela Van Winkle, Director Facilities and Capital Projects  
Date: 3/29/12  
Re: Capital Projects and Facilities Report-March

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**Capital Projects Budget Summary:**

- The attached Bond 2009 Project Summary provides detailed information regarding the current status of the 2009 budget. Please notice that the budget has been realigned with the Bond 2009 request. Through value engineering and project progression we have been able to make these adjustments to the budget:

Estimated Budget	\$42,561,137
Encumbered To Date	\$28,553,794
Expenditures To Date	\$11,134,922
Encumbered PO Balance	<u>\$17,418,872</u>
Capital Project Budget Balance	\$14,007,343

**Wilkes Replacement**

- Earthwork crews have been able to install two of the infiltration pit drains between the two southern courtyards. Trenches 4 feet wide by 17 feet deep have been dug, filled with drain rock, and tested for their ability to absorb rainwater from the roofs. The percolation rate well exceeded the design minimum.
- Excitement has grown around the new work of drilling the ground source heat exchange boreholes. Two drilling rigs are on site and daily completing approximately 4 boreholes to a depth of 300 feet each. A design revision was implemented in order to locate the borehole digging as far from the existing buildings as possible. Staff has been extraordinarily patient, and Capital Projects sent a very short video and description of the process to help create a feeling that everyone is participating in the building of the new Wilkes.
- Milestones completed include completion of 30 foot tall cast-in-place walls at the gym, start of roofing, start of brick masonry, start of steel stud framing, start of ductwork, installation of the primary power transformer.



- In Wings E and D at the south end of Wilkes, all concrete and CMU walls are 100% complete. Concrete base slabs are also complete and awaiting installation of radiant floor heat tubing and topping slab. Roof trusses at the gym are installed and metal decking is being welded in place. Steel beams and metal decking is in place over the commons. Glu-lam beams and tongue and groove wood decking is complete over the music room. Steel stud framing is 95% complete throughout lower and upper Wing E. The electricians have installed the primary power electrical and the low voltage electrical rooms. Conduit has been run throughout this wing providing pathways for cabling to power and data outlets. Ductwork installation is about 35% complete. Installation of hydronic heating pipe installation is underway. Brick veneer installation is 95% complete on Wing E. Brick ties have been installed on Wing D. Roofing is complete on Wing E and about 85% complete on Wing D.
- Work in Wing C includes installation of all concrete and CMU walls and base slabs. Structural steel framing, glu-lam beam and tongue-and-groove decking is complete. Steel stud framing has begun. Installation of electrical panels and conduit connecting them to the primary power rooms is complete. Toilet room and classroom sink waste lines have been plumbed.
- Work in Wing B has completed all concrete and CMU walls and base slabs including the slab of the covered play area. Erection of structural steel for roofing beams and decking is underway.
- In Wing A, foundations, concrete walls and CMU walls are 95% complete. Slabs are about 50% complete. Brick ties have been installed and are awaiting application of weather barrier.
- Connection to primary power is now complete.
- Testing of the Ax-Maxx septic system is planned for the first week in April following completion of a week-long test of the power system.
- Weather continues to be challenging. The late winter and early spring seasons have been unusually cold and wet. Snow continues to fall intermittently. Quarter inch deep ice is not uncommon. Wet weather and extreme cold prevent roofing and weather barrier installation of the walls.
- Construction activity variance was granted by the COBI for the weekend of March 24 and 25. Sunny weather provides an opportunity for weather barrier application in preparation for brick masonry installation.
- Off-site water – testing of the generator and fire pump is scheduled for March 26 and 27.

### **Other**

- PSE is continuing to work in areas around the island that will have impacts on BISD. We have been notified of upcoming work in the Eagledale area as well as the continuation of the Murden Cove project. To date work is pending CoBI approval.
- Verizon antenna - Work started on March 12 to install cellular antennas on the northern water tower at the north side of BHS campus. There will be some restrictions on the use of the access road during the construction which is anticipated to last two months.
- Board Room and Commons – Proposals have been processed for installation of projectors and screens in the District Board Room and Commodore Commons. These areas have been developed to support flexible spaces for student learning and staff training.
- Exterior security camera proposals have been reviewed and approved. Installation is scheduled over summer break.

### **Ordway**

- Portables – The portables at the north end of the Ordway campus have suffered water intrusion and the siding consequently is failing in some areas. Clark Construction, an island company, has successfully bid the replacement of siding on the three buildings. The work is to be completed over spring break.
- Rain Garden – A local volunteer group is working with the District to explore options of installing rain gardens in the front of the school. The group is seeking grant funding opportunities to proceed.

### **BHS**

- Administration Lights – Johnson Electric will be on site during spring break to modify wiring of the lights in the administration area to prevent “dimming” that has randomly occurred.
- Emergency Lights – Northwest Edison will be on site during spring break to modify gym light circuits to allow operation during power outages.
- LGI – Northwest Edison has reviewed the house lights in the theater and lobby of the LGI and will present a proposal to upgrade and improve lighting with efficient LED technology.
- Art Rooms – the direct lighting in the art and pottery rooms will be replaced over spring break.

### **Woodward**

- Northwest Edison will be on site during spring break to modify circuits in the gym and commons to allow for operation during power outages.
- Saxton Bradley has submitted a proposal to install an updated projector in the commons.

### **Blakely**

- Playfield – Browne Wheeler Engineering has provided a proposal to engineer a solution to the water / mud issue at the SE area of the playfield. Work will be completed over summer break.

### **Commodore**

- Pit – Proposals to remove and replace existing asphalt in the “Pit” parking area are under review. Work will be completed over summer break.

**CAPITAL PROJECTS BUDGET UPDATE**  
**BOND 2009 PROJECT SUMMARY**  
*As of March 31, 2012*

	ESTIMATED BUDGET	ENCUMBERED TO DATE	EXPENDITURES TO DATE	ENCUMBERED PO BALANCE	CP BUDGET BALANCE
<b>Bond Costs</b>					
Bond Costs - 9000	\$ 500,000	\$ 286,010	\$ 286,010	\$ 0	\$ 213,990
<i>Sub-total Bond Cost</i>	500,000	286,010	286,010	0	213,990
<b>Wilkes</b>					
Wilkes Core - 9001	29,760,612	26,971,123	9,697,121	17,274,002	2,789,489
<i>Sub-total Wilkes</i>	29,760,612	26,971,123	9,697,121	17,274,002	2,789,489
<b>Blakely Elementary School</b>					
Blakely Essential Renovations - 9010	514,498	1,730	1,730	0	512,768
Blakely Roof Replacement - 9015	358,752	668	668	0	358,084
<i>Sub-total Blakely</i>	873,250	2,398	2,398	0	870,853
<b>Ordway Elementary School</b>					
Ordway Essential Renovations - 9020	1,048,258	0	0	0	1,048,258
Ordway Portables Roof Replacement - 9025	122,313	35,340	807	34,534	86,973
<i>Sub-total Ordway</i>	1,170,571	35,340	807	34,534	1,135,231
<b>Sakai Intermediate School</b>					
Sakai Essential Renovations - 9030	242,250	68,205	68,205	0	174,044
<i>Sub-total Sakai</i>	242,250	68,205	68,205	0	174,044
<b>Woodward Middle School</b>					
Woodward Essential Renovations - 9040	331,787	15,017	15,017	(0)	316,770
Woodward Roof Replacement - 9045	252,792	15,962	15,805	158	236,830
Woodward Site Improvements - 9046	1,003,187	0	0	0	1,003,187
<i>Sub-total Woodward</i>	1,587,766	30,979	30,822	157	1,556,787
<b>Bainbridge High School</b>					
Bainbridge HS Essential Renovations - 9050	2,095,170	72,614	48,717	23,897	2,022,556
Bainbridge HS Roof Replacement - 9055	443,817	2,263	2,263	0	441,554
<i>Sub-total Bainbridge HS</i>	2,538,987	74,877	50,980	23,897	2,464,111
<b>Commodore Options School</b>					
Commodore Essential Renovations - 9060	993,599	223,171	223,171	0	770,427
Commodore Roof Replacement - 9065	56,664	39,409	39,409	0	17,255
<i>Sub-total Commodore</i>	1,050,263	262,580	262,580	0	787,682
<b>Transportation</b>					
Transportation Essential Renovations - 9070	713,945	44,841	42,843	1,998	669,105
Transportation Roof - 9075	35,559	496	293	204	35,063
<i>Sub-total Transportation</i>	749,504	45,337	43,136	2,202	704,167
<b>District Office</b>					
District Office Essential Renovations - 9080	118,378	137,730	85,190	52,540	(19,352)
<i>Sub-total District Office</i>	118,378	137,730	85,190	52,540	(19,352)
<b>Districtwide Security</b>					
Districtwide Security - 9090	473,533	6,923	3,061	3,862	466,610
<i>Sub-total Districtwide Security</i>	473,533	6,923	3,061	3,862	466,610
<b>Energy Conservation</b>					
Energy Conservation - 9095	947,026	24,491	16,184	8,307	922,535
<i>Sub-total Energy Conservation</i>	947,026	24,491	16,184	8,307	922,535
<b>Capital Projects Administration - 9100</b>					
Capital Projects Administration - 9100	2,098,997	607,801	588,429	19,372	1,491,196
<i>Sub-total Capital Projects Administration</i>	2,098,997	607,801	588,429	19,372	1,491,196
<b>South Island Sewer</b>	450,000				450,000

= Total	\$ 42,561,137	\$ 28,553,794	\$ 11,134,922	\$ 17,418,872	\$ 14,007,343
Includes \$600,000 from 2006 Bond	600,000	0	0	0	600,000
Total from 2009 Bond Deposits	41,961,137	28,553,794	11,134,922	17,418,872	13,407,343



## Bainbridge Island SD #303

### Facilities/Capital Projects Office

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**To:** Faith Chapel, Superintendent  
**From:** Tamela Van Winkle, Director Facilities and Capital Projects  
**Date:** 3/29/2012  
**Re:** Wilkes Elementary Replacement  
Change Order No. 5

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A handwritten signature in black ink, appearing to be "TW", is written over the "From:" line of the header.

The following Change Order No. 5 is proposed for Board Approval:

CCD 002	<u>Curtainwall &amp; Door Changes</u> Architectural coordination of door height, width, hardware, ceilings & windows.	\$1,899.00
CCD 003	<u>Custodial Utility Sink</u> Addition of plumbing at main custodial room per BISD Design & Construction Standards.	\$2,180.00
CCD 007	<u>Kindergarten Ex HM Door Detail</u> Architectural coordination with structure at door jambs and head.	\$2,309.00
CCD 008	<u>Delete Columns and Add Angles</u> Structural revisions for architectural alignment of OTPT window, door, brick & wood siding.	\$3,727.00
CCD 012	<u>Tile Changes</u> Change of square ceramic wall tiles to rectangular ceramic wall tiles.	\$0.00
CCD 017	<u>Gym Acoustic Wall Panels</u> Change from field-wrapped panels to factory-wrapped panels.	(\$7,516.00)
CCD 29R1r	<u>Double Steel Plate DS Locations and Roof Drains</u> Clarification of steel plates to support downspouts & instructions for non-specified roof drains.	\$22,804.00
CCD 30	<u>Sheet Metal Coping @ Shared Learning</u> Revised architectural detail will provide durable rain & snow protection.	\$3,357.00
CCD45	<u>Art Tile Layout</u> Credit for owner controlled creation of student art tiles.	(\$6,400.00)
COP 017r	<u>RFI 73 Fuel Tank</u> Two fuel tanks were specified. Only one needed. Credit for removal of the most elaborate.	(\$24,257.00)
COP 21	<u>Hardware Changes</u> Change of hinge type at 4 doors, finish at 30 doors, removal of 3 interior weather gaskets.	\$1,363.00

COP 22	<u>Topping Slab Welded Wire Fabric</u> Without specified method, mesh allows attachment of radiant floor heat pipe in topping slab.	\$22,283.00
COP 23	<u>Additional Brick Mock-up</u> Allowed selection of brick mortar color that best matches the brick.	\$861.00
COP 24r	<u>Added Drains &amp; Domestic Water Drops</u> Downsize in domestic water pipe; additional 3 floor drains in floor 2 mechanical room.	\$4,772.00
COP 25	<u>Vision Lites at Gym Doors</u> Windows in gym doors will prevent injury from opening them onto others.	\$1,318.00
COP 27	<u>Wall Types at Shared Learning</u> Architectural clarification of unspecified wall construction at Shared Learning.	\$3,684.00

*A summary of change order activity for this project is as follows:*

Original Contract Sum	\$21,359,000.00
Change Order No. 1-4	-\$76,068.00
<b>Change Order No. 5</b>	<b>\$32,384.00</b>
Revised Contract Amount (excluding WSST)	\$21,315,316.00
WSST @ 8.6%	\$1,833,117.18
<b>Revised Contract Amount (including WSST)</b>	<b>\$23,148,433.18</b>



## CHANGE ORDER 005

PROJECT NAME: Wilkes Elementary School  
Bainbridge Island School District  
PROJECT NO: 2010603.00  
DATE: 2012 03 29  
FILE NAME: CO 005  
CONTRACT DATE: 2011 05 26  
OWNER: Bainbridge Island School District  
OWNER'S REP: Nancy Josephson  
The Owner and the Contractor agree to the following change(s):

ATTACHMENTS:	days	
CCD 002	0	\$1,899.00
CCD 003	0	\$2,180.00
CCD 007	0	\$2,309.00
CCD 008	0	\$3,727.00
CCD 012	0	\$0.00
CCD 017	0	(\$7,516.00)
CCD 029r1r1	0	\$22,804.00
CCD 030	0	\$3,357.00
CCD 045	0	(\$6,400.00)
COP 017r	0	(\$24,257.00)
COP 021	0	\$1,363.00
COP 022	0	\$22,283.00
COP 023	0	\$861.00
COP 024r	0	\$4,772.00
COP 025	0	\$1,318.00
COP 027	0	\$3,684.00
Total	0	\$32,384.00

## CONTRACT TIME:

Before this Change Order, the date of Substantial Completion for Phase 1B was: 2012 06 29  
The Contract Time change because of this Change Order is: 0 days  
With this Change Order, the new date of Phase 1B Substantial Completion will be: 2012 06 29  
Before this Change Order, the date of Substantial Completion for Phase 2B was: 2012 11 15  
The Contract Time change because of this Change Order is: 0 days  
With this Change Order, the new date of Phase 2B Substantial Completion will be: 2012 11 15

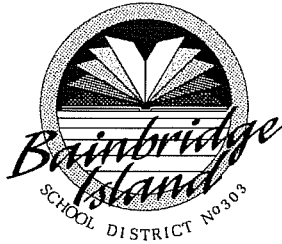
## CONTRACT SUM:

The original contract sum was: \$21,359,000.00  
Net change by previously authorized Change Orders is: (\$76,068.00)  
Contract Sum prior to this Change Orders was: \$21,282,932.00  
The Contract Sum will be increased or reduced by this Change Order in the amount of: \$32,384.00  
The new Contract Sum including this Change Order therefore is: Total \$21,315,316.00

The above summary does not reflect changes in the Contract Sum or Contract Time which have been authorized by Construction Change Directive not listed above.

This Change Order becomes valid once signed by the Owner, Contractor, and Architect, and is effective on the date of Owner's Authorization.

CONFIRMED BY:	Contractor: Spee West	DATE: 3/23/12
	Cynthia Black	
ISSUED BY:	Architect: Mahlum	DATE: 2012 03 29
	Jesse Walton	
AUTHORIZED BY:	Owner: Bainbridge Island School District	DATE:
	Tamela Van Winkle	



**Bainbridge Island SD #303**  
**Facilities/Capital Projects Office**

## Memo

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To: Faith Chapel, Superintendent  
From: Tamela Van Winkle, Director Facilities and Capital Projects  
Date: 3/29/12  
Re: WMS & BHS200  
Building Condition Evaluation – Annual Reports

---

As reported on September 30, 2010 the Office of Superintendent of Public Instruction is now requiring an Asset Preservation Program for school districts who expect to request state assisted funding for future capital projects. One component of the Asset Preservation Rule (APR) (WAC 392-347-023) requires facilities constructed New or New-in-lieu with state assisted funding, after 1993, and plan to pursue eligibility for future state funding must now complete annual Building Condition Evaluations and present the evaluation report to the School Board. Two schools within the District fall under this criteria, Woodward Middle School and Bainbridge High School 200 Building.

Deficiencies identified in the 2011 Building Condition Evaluation were addressed my Maintenance and Capital Projects staff.

Maintenance staff completed the second annual Building Condition Evaluation for Woodward Middle School and Bainbridge High School Building 200. The District will continue to monitor and respond to the evolving requirements associated with this new Asset Preservation Rule (APR) (WAC 392-347-023). The District is compliant with all stated current requirements.

Attached is the evaluation of WMS and BHS200. These second annual reports are for School Board review only.

# BUILDING CONDITION EVALUATION FORM

Kitsap/Bainbridge #303

Woodward Middle School

Woodward Middle School

County/School District

School Name

Building Name/#

COMPONENTS		SYSTEMS	RATINGS					COMBINED	COMMENTS	WORK ORDER
			GOOD (1)	FAIR (2)	POOR (3)	UNSAT (4)				
1.0 Exterior Building Condition  21 Component Score	1.1 Foundation/Structure	+12	+8	+6	+4	12	Minimal cracks, adequate drainage			
	1.2 Walls	+8	+5	+3	+1	5	So Commons wall coated			
	1.3 Roof	+7	+5	+2	0	2	3-tab evaluated, re-adhesive	X		
	1.4 Windows/Doors	+2	+1	0	0	1	Doors & windows need upgrade	X		
	1.5 Trim	+2	+1	0	0	1	Re-caulking/painting as north	X		
2.0 Interior Building Condition  16 Component Score	2.1 Floors	+8	+5	+2	0	5	Some VCT cracked			
	2.2 Walls	+8	+5	+1	0	5	GWB needs patching & painting			
	2.3 Ceilings	+5	+3	+1	0	5	Few accoustic tiles need replacing			
	2.4 Fixed Equipment	+2	+1	0	0	1	VFD's & large motors useful life	X		
	3.1 Electrical	+6	+4	+2	0	6	Main switch gear & sub panels ok			
3.0 Mechanical Systems Condition  22 Component Score	3.2 Plumbing	+4	+2	+1	0	2	Drain from scullery plug	X		
	3.3 Heating	+6	+4	+2	+1	6	Resistance heat in good condition			
	3.4 Cooling	+6	+4	+2	+1	4	RTU's need to be upgraded			
	3.5 Lighting	+4	+3	+2	0	4	Commons & gym upgraded Jan. 2010			
	4.1 Means of Exit	+6	+4	+2	0	6	All exits are functional			
4.0 Safety/Building Code  18 Component Score	4.2 Fire Control Capability	+4	+3	+2	+1	4	Buildings fully sprinklered			
	4.3 Fire Alarm System	+4	+3	+2	+1	4	Annual confidence reports "All Normal"			
	4.4 Emergency Lighting	+2	+1	0	0	1	Additional lighting could be added	CP		
	4.5 Fire Resistance	+4	+3	+2	+1	3	Wood framing & trusses in some areas			
	TOTALS	47	28	2	0	77				
5.0 Provisions for Handicapped		X	X	X	X		Need access to garden area by green house			

4 Building makes positive contribution to educational environment

3 Building suitable

2 Current use of space is compatible with intendend use but needs remodeling

1 Current use of space is not compatible with intendend use or design

Significant Location Factors / Overall Conclusions

Evaluator Signature		Date	Unadjusted Score	Adjusted Score
		03/01/12		
School Official Signature				



# BUILDING CONDITION EVALUATION FORM

Kitsap/Bainbridge #303

Bainbridge High School

200 Building

County/School District

School Name

Building Name/#

COMPONENTS	SYSTEMS	RATINGS				COMBINED	COMMENTS	WORK ORDER
		GOOD (1)	FAIR (2)	POOR (3)	UNSAT. (4)			
1.0 Exterior Building Condition  31 Component Score	1.1 Foundation/Structure	+12	+8	+6	+4	12		
	1.2 Walls	+8	+5	+3	+1	8		
	1.3 Roof	+7	+5	+2	0	7		
	1.4 Windows/Doors	+2	+1	0	0	2		
	1.5 Trim	+2	+1	0	0	2		
2.0 Interior Building Condition  23 Component Score	2.1 Floors	+8	+5	+2	0	8	Minor cracks in concrete	
	2.2 Walls	+8	+5	+1	0	8		
	2.3 Ceilings	+5	+3	+1	0	5		
	2.4 Fixed Equipment	+2	+1	0	0	2		
	3.1 Electrical	+6	+4	+2	0	6		
3.0 Mechanical Systems Condition  26 Component Score	3.2 Plumbing	+4	+2	+1	0	4		
	3.3 Heating	+6	+4	+2	+1	6		
	3.4 Cooling	+6	+4	+2	+1	6		
	3.5 Lighting	+4	+3	+2	0	4		
	4.1 Means of Exit	+6	+4	+2	0	6		
4.0 Safety/Building Code  20 Component Score	4.2 Fire Control Capability	+4	+3	+2	+1	4		
	4.3 Fire Alarm System	+4	+3	+2	+1	4		
	4.4 Emergency Lighting	+2	+1	0	0	2		
	4.5 Fire Resistance	+4	+3	+2	+1	4		
	TOTALS					100		
5.0 Provisions for Handicapped		X	X	X	X			

4 Building makes positive contribution to educational environment

3 Building suitable

2 Current use of space is compatible with intendend use but needs remodeling

1 Current use of space is not compatible with intendend use or design

Significant Location Factors / Overall Conclusions

Evaluator Signature

School Official Signature

Date	Unadjusted Score	Adjusted Score
3/1/2012		

# Seattle/Bainbridge/Bremerton Program

## Washington State Ferries presented by Trans4media

### Video Opportunity

#### Inventory:

##### 16 total screens

- 6x on the M/V Tacoma
- 6x on the M/V Wenatchee
- 2x at Colman Dock
- 2x Bainbridge Terminal

#### Cost:

\$350 per advertiser per  
month

or

\$250 per month for  
\*Non-Profit Organizations



[WWW.FERRYMEDIA.COM](http://WWW.FERRYMEDIA.COM)

### Advertiser Benefits

- 1X :15 second spot per 15 minute loop
- 4X 15 minute loops per hour
- 4X :15 second spots per hour
- 20 hours per day = 80 spots per day
- 30 days per month = 2400 spots per month
- 16 screens = 38,400 spots per month

Note: \*Non Profits must present 501C3 verification. Each Advertiser is responsible for their own production. Exclusivity not available. Maximum separation will be considered for all ads.

# Production Specs and Contact Information

## Production Specifications

### Ad production for the display system

Following are details & suggestions for creating your ad or message.

#### Creating still images

1. Use any design program that can save your file as a JPEG. Please make sure your company name is in the title of each slide you submit.

Set your file size according to the resolution of the display:

**High Definition Screens:** 1360 pixels wide x 768 pixels deep if horizontal (768 wide x 1360 if vertical)

3. Set the color space to RGB.

4. Create your message as you wish, importing graphics and photos.

**Tip:** Length of message: If your screen time is for 10 seconds or less, consider using billboard copywriting guidelines. The viewer will not be able to recall your full street address, zip code, phone number and website. What is most important for them to remember?

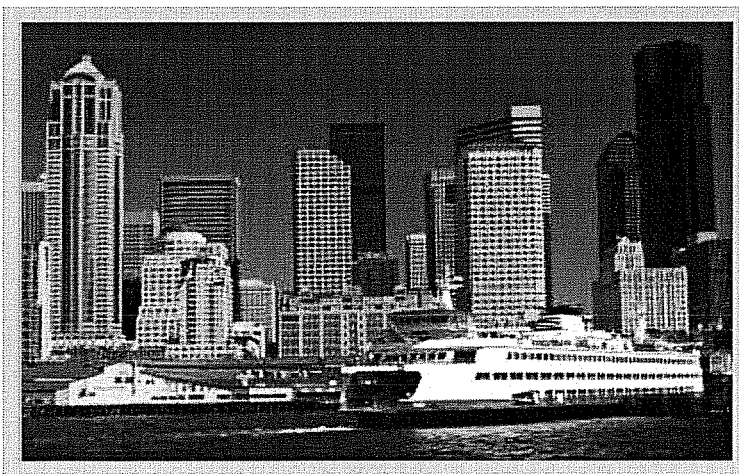
**Tip:** Pure white is often too bright on these screens. When using white as a background, consider adding a slight tint of color, or if you must use white, use RGB values of 245 Instead of 255

5. When you are finished, save your ad as a JPEG file and email it to Trans4media.

For Videos, please submit your videos in WMV format.

There is no audio allowed on the WSF Video Screens. Please submit your spot without Audio

When your spot is ready, please EMAIL it to [jayne@t4media.net](mailto:jayne@t4media.net). Thanks!



#### For More Information Contact:

**Lloyd Low or  
Jayne Russell**

200 First Ave W  
Suite 200  
Seattle, WA 98119  
P: 206-283-4440  
E: [info@ferrymedia.com](mailto:info@ferrymedia.com)

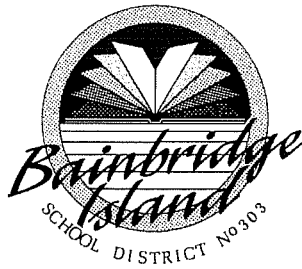
**Trans4media**



**WWW.FERRYMEDIA.COM**

**BOARD OF DIRECTORS**

Patty Fielding  
Mary Curtis  
John Tawressey  
Mike Spence  
Tim Kinkad



**SUPERINTENDENT**

Faith A. Chapel

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8489 Madison Avenue NE \* Bainbridge Island, Washington 98110-2999 \* (206) 842-4714 \* Fax: (206) 842-2928

**MEMORANDUM**

To: Faith Chapel, Superintendent Date: March 21, 2012  
From: Peggy Paige, Director of Business Services  
RE: Monthly Financial Reports – February

Attached are the financial reports for the month ending February 29, 2012

1. General Fund
  - a. Analysis
  - b. Cash Flow
2. Summary of Fund Balances
  - a. Budget Status Reports

**Analysis of General Fund**

**Revenue**

Total General Fund revenues to February 29 were \$18.2 million, which is 2.5% less than for the same period last year and in line with the expected average. Tax collections are up compared to last year. Collections to date do indicate an increase in payments on delinquent taxes when compared to last year. Local revenues are well above the average. Donation, rental and tuition revenues are all above the expected average at this time. State revenues are consistent with state funding expectations and the decline in enrollment. Transportation is currently being funded above budget estimates. As a percentage of budget, Federal Revenues are currently above the expected average since grant reimbursement claims have been filed earlier this year. The receipt of Ed Jobs funds are reflected in the Federal Revenues received last year.

## Expenditure

Expenditures for the year to February 29 total \$17.9 million, which is 1.8% lower than for the same period last year. Year-to-date expenditures are below the average.

Total expense for Regular (Basic) Education is below the expected average. Principal reflects the reimbursement by Capital Projects for bond related expense (portion of administrator's salary). Tech Levy purchases have pushed Learning Resources higher than last year but it is still below the expected average since budget adjustments were made in anticipation of these purchases. Counseling is above the average because we are charging the student portion of our data processing services to counseling during the year, rather than with a transfer at year end. Extracurricular expense is above the average and is currently expected to exceed budget estimates.

Total special education costs are down 2.2% compared to last year and are below the 3-year average. Costs are being well contained in this category.

Compensatory education is as expected per the annual budget. This category fluctuates throughout the year due to the fact that certain expense items (such as the teacher certification bonus) do not occur in a regular monthly pattern. The certification bonus is expected to be paid in August after we receive funding. Also, this year only the portion of a remediation program directly funded by grant revenues will be expensed to this category with the balance of the program costs being charged to Basic Education.

Other Instruction reflects expenditures for grant funded staff development activities (Math/Science). This category will fluctuate during the year as training activities occur.

Total Support Services is below last year at this time and the average. Transportation/Motor Pool expenditures are above prior year but below the expected average. Salaries are in line with budget estimates while fuel expenditures indicate possible savings at this time. Operation, Buildings is in line with budget at this time. While Utilities reflect some variations in payment patterns, the current trend would indicate being below budget in this area. Food costs were up compared to last year but Food Service is expected to stay within budget estimates. Maintenance is currently above the average but a transfer in March to reimburse Capital Projects expense will bring this area in line with budget. Information Services and Central Office are lower than last February and the average. Information Services reflects only the fiscal portion of our data processing fees since the balance of the expense is being charged directly to counseling this year. Central Office currently indicates reduced expense for election costs and legal fees.

## Cash Flow

Net cash outflow during February was \$518,730. As of February 29, 2012, the closing cash balance in the general fund was \$3,062,160. Projected cash balance is \$2 million at fiscal year end.

**GENERAL FUND**  
**Summary of Revenues & Expenses**  
**February 29, 2012**

	Feb-12 Actual YTD \$	% Incr/Decr prior year	Feb-11 Actual YTD \$	Annual Budget Budget	% YTD	Avg %
<b>Revenues - By Revenue Source</b>						
Local Taxes	4,369,176	12.8%	3,873,435	8,805,711	49.6%	46.9%
Local Nontax	1,943,175	11.3%	1,745,105	3,165,400	61.4%	54.2%
State, General Purpose						
Basic Education	9,513,183	2.0%	9,517,907	18,875,000	50.4%	52.2%
Special Education	192,756	-4.2%	201,154	400,000	48.2%	50.5%
State, Special Purpose						
Special Education	1,166,460	-12.5%	1,332,627	2,830,000	41.2%	47.8%
Transportation	421,174	1.6%	414,496	815,000	51.7%	49.9%
Other	142,726	-35.3%	220,507	521,855	27.3%	58.0%
Federal, Special Purpose	472,575	-65.9%	1,384,853	1,133,513	41.7%	34.7%
<b>TOTAL</b>	<b>18,221,226</b>	<b>-2.5%</b>	<b>18,690,083</b>	<b>36,546,479</b>	<b>49.9%</b>	<b>49.8%</b>
	Actual YTD \$	% Incr/Decr prior year	Actual YTD \$	Budget	% YTD	Avg %
<b>Expenses - By program code</b>						
Regular Instruction*						
Teaching	7,809,560	0.0%	7,805,806	16,179,751	48.3%	50.0%
Principal	1,036,874	-2.9%	1,068,229	2,220,989	46.7%	49.2%
Guidance/Counseling	493,962	0.1%	493,359	1,008,214	49.0%	46.1%
Learning Resources	345,936	3.0%	335,937	754,387	45.9%	49.3%
Extracurricular	435,761	0.0%	435,977	734,214	59.4%	53.0%
Other	440,001	1.1%	435,091	1,190,473	37.0%	52.5%
<b>Total Regular (Basic) Ed.</b>	<b>10,562,093</b>	<b>-0.1%</b>	<b>10,574,400</b>	<b>22,088,028</b>	<b>47.8%</b>	<b>49.9%</b>
Special Education						
Teaching	1,878,637	-1.5%	1,907,172	3,889,103	48.3%	49.4%
Other	711,984	-4.1%	742,799	1,523,862	46.7%	50.3%
<b>Total Special Ed.</b>	<b>2,590,621</b>	<b>-2.2%</b>	<b>2,649,971</b>	<b>5,412,965</b>	<b>47.9%</b>	<b>49.6%</b>
Vocational Education	440,223	0.5%	437,918	887,082	49.6%	51.0%
Compensatory Education	141,180	-47.1%	266,888	490,644	28.8%	55.5%
Other Instruction	18,116	4.2%	17,378	96,544	18.8%	42.7%
Support Services						
Transportation/Motor Pool	737,017	1.1%	728,725	1,506,505	48.9%	50.5%
Operation Buildings	689,558	-1.2%	697,597	1,372,524	50.2%	49.5%
Utilities	574,451	-11.1%	645,949	1,500,000	38.3%	52.9%
Food Services	483,064	4.4%	462,910	999,015	48.4%	50.2%
Maint/Grounds	467,860	-6.9%	502,703	819,086	57.1%	54.5%
Information Services	352,461	-9.6%	390,090	655,994	53.7%	58.1%
Central Office	598,016	-3.9%	622,281	1,375,034	43.5%	50.7%
Other	308,027	5.5%	291,889	352,478	87.4%	74.9%
<b>Total Support Services</b>	<b>4,210,453</b>	<b>-3.0%</b>	<b>4,342,145</b>	<b>8,580,636</b>	<b>49.1%</b>	<b>52.7%</b>
<b>TOTAL</b>	<b>17,962,686</b>	<b>-1.8%</b>	<b>18,288,700</b>	<b>37,555,899</b>	<b>47.8%</b>	<b>50.5%</b>
Excess (Deficiency) of Revenues over Expenditures	258,540		401,382	(1,009,420)		

# GENERAL FUND CASH FLOW FORECAST 2011-12

## February 2012

	Actual August	Actual September	Actual October	Actual November	Actual December	Actual January	Actual February
<b>OPENING CASH BALANCE</b>							
Imprest	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00
Cash on hand	6,752.71	51,168.43	153,828.93	336,371.89	109,747.12	59,772.85	80,058.95
Cash on deposit	1,276,033.85	1,644,835.88	1,449,206.94	3,833,311.36	2,378,934.53	1,858,935.07	1,265,982.31
Warrants outstanding	(996,705.23)	(988,215.08)	(1,260,065.01)	(1,101,813.81)	(1,070,907.66)	(846,356.01)	(1,048,930.08)
Investments	2,600,959.53	2,602,982.34	2,405,494.94	1,471,550.61	3,273,267.30	3,275,137.11	3,276,978.67
<i>Total opening cash balance</i>	<i>2,893,840.86</i>	<i>3,317,571.57</i>	<i>2,755,265.80</i>	<i>4,546,220.05</i>	<i>4,697,841.29</i>	<i>4,354,289.02</i>	<i>3,580,889.85</i>
<b>Cash Inflows</b>							
Local taxes	62,700.93	153,986.62	2,730,509.57	1,165,408.65	36,609.11	88,514.78	194,147.46
Local Support nontax	44,902.13	582,509.80	164,461.90	691,843.40	151,646.12	129,143.07	223,570.56
State, general purpose	1,951,909.01	1,734,190.73	1,734,201.61	1,059,786.76	1,734,196.51	1,710,070.84	1,733,492.53
State, special purpose	499,512.34	310,727.51	310,812.30	198,596.47	349,373.77	189,497.49	304,693.19
Federal, general purpose	-	-	-	-	-	-	-
Federal, special purpose	301,371.50	(32,054.46)	132,816.28	86,146.79	104,064.89	90,999.90	90,601.47
Other Financing Sources	78,114.74	-	-	-	66,660.02	-	-
Incr/(Decr) from accruals	84,623.65	70,074.68	-	-	-	-	-
<i>Total cash inflows</i>	<i>3,023,134.30</i>	<i>2,819,434.88</i>	<i>5,072,801.66</i>	<i>3,201,782.07</i>	<i>2,442,550.42</i>	<i>2,208,226.08</i>	<i>2,546,505.21</i>
<b>Cash Outflows</b>							
Regular Instruction	(1,665,126.83)	(1,779,529.19)	(1,769,126.79)	(1,769,217.52)	(1,714,777.97)	(1,762,379.93)	(1,765,040.04)
Special Education Instruction	(414,850.90)	(406,087.11)	(422,471.71)	(438,396.76)	(444,589.55)	(431,025.10)	(448,050.37)
Vocational Education Instruction	(61,381.30)	(71,558.16)	(71,452.68)	(75,023.99)	(71,514.44)	(71,152.56)	(79,520.91)
Compensatory Education Instruction	(24,278.76)	(19,895.73)	(26,240.25)	(26,404.74)	(22,942.60)	(21,385.23)	(26,333.10)
Other Instructional Programs	(2,837.96)	(1,142.45)	(2,086.10)	(4,634.87)	(2,763.81)	(4,518.83)	(2,970.26)
Support services	(487,980.27)	(555,465.57)	(954,506.32)	(736,482.95)	(529,514.32)	(691,163.60)	(743,320.45)
Incr/(Decr) from accruals	57,052.43	(548,062.44)	(35,963.56)	-	-	-	-
<i>Total cash outflows</i>	<i>(2,599,403.59)</i>	<i>(3,381,740.65)</i>	<i>(3,281,847.41)</i>	<i>(3,050,160.83)</i>	<i>(2,786,102.69)</i>	<i>(2,981,625.25)</i>	<i>(3,065,235.13)</i>
<b>Net change in cash balance</b>	<b>423,730.71</b>	<b>(562,305.77)</b>	<b>1,790,954.25</b>	<b>151,621.24</b>	<b>(343,552.27)</b>	<b>(773,399.17)</b>	<b>(518,729.92)</b>
<b>CLOSING CASH BALANCE</b>	<b>3,317,571.57</b>	<b>2,755,265.80</b>	<b>4,546,220.05</b>	<b>4,697,841.29</b>	<b>4,354,289.02</b>	<b>3,580,889.85</b>	<b>3,062,159.93</b>
<b>Composition of closing cash balance</b>							
Imprest	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00
Cash on hand	51,168.43	153,828.93	336,371.89	109,747.12	59,772.85	80,058.95	128,260.92
Cash on deposit	1,644,835.88	1,449,206.94	3,833,311.36	2,378,934.53	1,858,935.07	1,265,982.31	1,359,824.61
Warrants outstanding	(988,215.08)	(1,260,065.01)	(1,101,813.81)	(1,070,907.66)	(846,356.01)	(1,048,930.08)	(1,162,591.79)
Investments	2,602,982.34	2,405,494.94	1,471,550.61	3,273,267.30	3,275,137.11	3,276,978.67	2,729,866.19
<i>Total closing cash balance</i>	<i>3,317,571.57</i>	<i>2,755,265.80</i>	<i>4,546,220.05</i>	<i>4,697,841.29</i>	<i>4,354,289.02</i>	<i>3,580,889.85</i>	<i>3,062,159.93</i>

# GENERAL FUND CASH FLOW FORECAST 2011-12

## February 2012

	Projected March	Projected April	Projected May	Projected June	Projected July	Projected August	Budget 2011-12
<b>OPENING CASH BALANCE</b>							
Imprest							
Cash on hand							
Cash on deposit							
Warrants outstanding							
Investments							
<i>Total opening cash balance</i>	3,062,159.93	2,412,592.58	4,400,749.97	4,096,603.30	2,698,353.42	2,068,851.50	
<b>Cash Inflows</b>							
Local taxes	281,391.95	2,761,578.55	1,277,716.48	67,190.76	34,610.77	46,258.18	8,805,711.00
Local Support nontax	246,826.87	228,179.13	219,506.45	171,336.01	153,029.67	145,004.11	3,165,400.00
State, general purpose	1,727,263.40	1,728,386.59	1,058,157.66	1,100,940.88	1,935,282.85	1,927,286.86	19,275,000.00
State, special purpose	257,040.47	246,522.92	216,669.03	271,137.45	392,899.87	538,337.62	3,916,855.00
Federal, general purpose	-	-	-	-	-	-	
Federal, special purpose	104,490.09	85,979.21	80,505.84	90,692.38	89,272.14	162,577.71	1,133,513.00
Other Financing Sources		65,000.00				85,000.00	250,000.00
Incr/(Decr) from accruals		20,000.00	20,000.00				
<i>Total cash inflows</i>	2,617,012.78	5,135,646.41	2,872,555.46	1,701,297.48	2,605,095.31	2,904,464.49	36,546,479.00
<b>Cash Outflows</b>							
Regular Instruction	(1,822,525.58)	(1,819,127.80)	(1,814,421.92)	(1,926,482.43)	(1,866,484.99)	(1,704,097.14)	22,088,028.00
Special Education Instruction	(458,401.57)	(449,257.62)	(465,224.89)	(457,656.84)	(453,460.81)	(444,992.83)	5,412,965.00
Vocational Education Instruction	(71,659.54)	(73,528.54)	(69,154.61)	(69,115.74)	(89,260.85)	(60,641.92)	887,082.00
Compensatory Education Instruction	(33,105.47)	(33,496.00)	(33,418.99)	(37,784.85)	(41,873.58)	(156,251.68)	490,644.00
Other Instructional Programs	(9,532.96)	(6,906.66)	(7,078.15)	(7,276.63)	(17,755.18)	(4,571.28)	96,544.00
Support services	(871,355.01)	(765,172.40)	(787,403.57)	(601,230.86)	(765,761.81)	(569,979.02)	8,580,636.00
Incr/(Decr) from accruals							
<i>Total cash outflows</i>	(3,266,580.13)	(3,147,489.02)	(3,176,702.13)	(3,099,547.36)	(3,234,597.23)	(2,940,533.87)	37,555,899.00
<b>Net change in cash balance</b>	(649,567.35)	1,988,157.39	(304,146.67)	(1,398,249.87)	(629,501.93)	(36,069.38)	(1,009,420.00)
<b>CLOSING CASH BALANCE</b>							
<i>Total closing cash balance</i>	2,412,592.58	4,400,749.97	4,096,603.30	2,698,353.42	2,068,851.50	2,032,782.11	
Composition of closing cash balance							
Imprest	-	-	-	-	-	-	
Cash on hand							
Cash on deposit							
Warrants outstanding							
Investments							
<i>Total closing cash balance</i>	-	-	-	-	-	-	



**SUMMARY OF FUND BALANCES**

29-Feb-12

	Feb-12 YTD Actual	2011-12 Annual Budget
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**General Fund**

Opening fund balance		
Reserved for Inventory	185,600.00	210,000.00
Restricted for Carryover	71,200.00	-
Committed to Minimum Fund Balance	1,100,000.00	1,100,000.00
Assigned to Other Purposes	1,125,000.00	700,000.00
Unassigned	435,137.77	600,000.00
Total opening fund balance	2,916,937.77	2,610,000.00

Revenue	18,221,225.64	36,546,479.00
Expenditure	(17,962,685.96)	(37,555,899.00)
Excess (Deficiency) of Revenues over Expenditures	258,539.68	(1,009,420.00)

Reserved for Inventory	185,600.00	210,000.00
Restricted for Carryover	71,200.00	-
Committed to Minimum Fund Balance	1,100,000.00	1,100,000.00
Assigned to Other Purposes	1,125,000.00	290,580.00
Unassigned	693,677.45	-
Total closing fund balance	3,175,477.45	1,600,580.00

**Capital Projects Fund**

Opening fund balance	33,990,292.35	34,400,000.00
Revenue	578,432.47	1,325,255.00
Expenditure	(6,225,345.57)	(26,758,930.00)

Reserve of bond proceeds	25,436,206.08	5,783,085.00
Reserve of levy proceeds	902,874.10	183,240.00
Unreserved Fund Balance	2,004,299.07	3,000,000.00

Closing fund balance	28,343,379.25	8,966,325.00
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**Debt Service Fund**

Opening fund balance	1,558,982.18	1,540,000.00
Revenue	3,572,469.82	7,795,844.00
Expenditure		
Principal	(1,110,000.00)	(2,390,000.00)
Interest	(2,162,206.88)	(5,052,500.00)
Other	-	(5,000.00)
Closing fund balance	1,859,245.12	1,888,344.00

**ASB Fund**

Opening fund balance	307,971.54	352,000.00
Revenue	307,665.50	669,600.00
Expenditure	(202,510.30)	(839,351.00)
Closing fund balance	413,126.74	182,249.00

**Transportation Vehicle Fund**

Opening fund balance	90,502.81	90,700.00
Revenue		
Depreciation	180,692.21	83,000.00
Investment Earnings	838.49	2,000.00
Grant Revenue	-	-
Sale of Equipment		
Expenditure	(1,900.00)	(98,800.00)
Closing fund balance	270,133.51	76,900.00

## 10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2011 (September 1, 2011 - August 31, 2012)

for the BAINBRIDGE ISLAND SD #303 School District for the Month of February, 2012

<u>REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
00 LOCAL TAXES	8,805,711	194,147.46	4,369,176.19		4,436,534.81	49.62
00 LOCAL SUPPORT NONTAX	3,165,400	223,570.56	1,943,174.85		1,222,225.15	61.39
00 STATE, GENERAL PURPOSE	19,275,000	1,733,492.53	9,705,938.98		9,569,061.02	50.36
00 State, Special Purpose	3,916,855	304,693.19	1,663,700.73		2,253,154.27	42.48
00 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
00 FEDERAL, SPECIAL PURPOSE	1,133,513	90,601.47	472,574.87		660,938.13	41.69
00 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
00 REV FR OTH AGENCY * ASSOC	0	.00	.00		.00	0.00
00 OTHER FINANCING SOURCES	250,000	.00	66,660.02		183,339.98	26.66
<u>Total REVENUES/OTHER FIN. SOURCES</u>	36,546,479	2,546,505.21	18,221,225.64		18,325,253.36	49.86
<u>EXPENDITURES</u>						
Regular Instruction	22,086,349	1,765,040.04	10,562,093.22	10,352,901.60	1,171,354.18	94.70
Federal Stimulus	0	.00	.00	0.00	.00	0.00
Special Ed Instruction	5,413,215	448,050.37	2,590,620.60	2,638,495.46	184,098.94	96.60
Voc. Ed Instruction	887,082	79,520.91	440,222.74	419,954.20	26,905.06	96.97
Skills Center Instruction	0	.00	.00	0.00	.00	0.00
+60 Compensatory Ed Instruct.	490,644	26,333.10	141,179.87	126,239.76	223,224.37	54.50
Other Instructional Pgms	96,544	2,970.26	18,116.32	7,887.55	70,540.13	26.93
Community Services	30,000	.00	.00	0.00	30,000.00	0.00
Support Services	8,552,065	743,320.45	4,210,453.21	3,940,505.05	401,106.74	95.31
<u>Total EXPENDITURES</u>	37,555,899	3,065,235.13	17,962,685.96	17,485,983.62	2,107,229.42	94.39
<u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>EXCESS OF REVENUES/OTHER FIN. SOURCES</u>						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	1,009,420-	518,729.92-	258,539.68		1,267,959.68	125.61-
<u>TOTAL BEGINNING FUND BALANCE</u>	2,610,000		2,916,937.77			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	1,600,580		3,175,477.45			
<u>(E+F + OR - G)</u>						

<u>ENDING FUND BALANCE ACCOUNTS:</u>			
L 810 Reserved For Other Items	0		.00
L 815 Resr Unequalized Dedu Rev	0		.00
L 821 Restricted for Carryover	0	71,200.00	
L 830 Restricted For Debt Serv	0		.00
L 835 Restricted for Arb Rebate	0		.00
L 840 RESERVE FOR INVENTORY	210,000	185,600.00	
L 845 Restricted for Self Insur	0		.00
L 850 Restrict Uninsured Risks	0		.00
L 870 Committed to Oth Purposes	0		.00
L 872 Comm to Min Fnd Bal	1,100,000	1,100,000.00	
L 875 Assigned to Contingenies	0		.00
L 884 Assign to Oth Cap Proj	0		.00
L 888 Assigned to Other Purpose	290,580	1,125,000.00	
L 890 UNRESERVED FUND BALANCE	0	693,677.45	
 <u>TOTAL</u>	 1,600,580	 3,175,477.45	

## 20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2011 (September 1, 2011 - August 31, 2012)

For the BAINBRIDGE ISLAND SD #303 School District for the Month of February, 2012

REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
00 Local Taxes	1,125,255	28,197.52	453,191.76		672,063.24	40.27
00 Local Support Nontax	200,000	25,881.44	125,240.71		74,759.29	62.62
00 State, General Purpose	0	.00	.00		.00	0.00
00 State, Special Purpose	0	.00	.00		.00	0.00
00 Federal, General Purpose	0	.00	.00		.00	0.00
00 Federal, Special Purpose	0	.00	.00		.00	0.00
00 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
00 Other Agencies & Assoc.	0	.00	.00		.00	0.00
00 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>1,325,255</u>	<u>54,078.96</u>	<u>578,432.47</u>		<u>746,822.53</u>	<u>43.65</u>
<u>EXPENDITURES</u>						
Sites	974,000	.00	199,868.91	594,066.75	180,064.34	81.51
Buildings	22,296,825	760,840.86	5,759,996.18	18,497,721.34	1,960,892.52-	108.79
Equipment	3,238,105	50,722.87	200,382.34	33,082.76	3,004,639.90	7.21
Energy	0	.00	.00	0.00	.00	0.00
Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>26,508,930</u>	<u>811,563.73</u>	<u>6,160,247.43</u>	<u>19,124,870.85</u>	<u>1,223,811.72</u>	<u>95.38</u>
<u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>250,000</u>	<u>.00</u>	<u>65,098.14</u>			
<u>OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	<u>25,433,675-</u>	<u>757,484.77-</u>	<u>5,646,913.10-</u>		<u>19,786,761.90</u>	<u>77.80-</u>
<u>TOTAL BEGINNING FUND BALANCE</u>	<u>34,400,000</u>		<u>33,990,292.35</u>			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXXXX</u>		<u>.00</u>			
<u>TOTAL ENDING FUND BALANCE</u>	<u>8,966,325</u>		<u>28,343,379.25</u>			
<u>(E+F + OR - G)</u>						

<u>ENDING FUND BALANCE ACCOUNTS:</u>		
V/L 810 Restricted For Other Item	0	.00
V/L 830 Restricted For Debt Serv	0	.00
V/L 835 Restricted Arb Rebate	0	.00
V/L 850 Restrict Uninsured Risks	0	.00
V/L 861 Reserve Of Bond Proceeds	5,783,085	25,436,206.08
V/L 862 Reserve Of Levy Proceeds	183,240	902,874.10
V/L 863 Restrict fr State Proceed	0	.00
V/L 864 Restrict from Fed Proceed	0	.00
V/L 865 Restrict fr Oth Proceeds	0	.00
V/L 866 Restricted Impact Fees	0	.00
V/L 867 Restrictd Mitigation Fees	0	.00
V/L 869 Restrict UnDistib Proceed	0	.00
V/L 870 Restrict to Oth Purposes	0	.00
V/L 889 Assigned to Fund Purposes	3,000,000	2,004,299.07
V/L 890 Unrsrvd Undsgntd Fnd Bal	0	.00
 <u>TOTAL</u>	 8,966,325	 28,343,379.25

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2011 (September 1, 2011 - August 31, 2012)

For the BAINBRIDGE ISLAND SD #303 School District for the Month of February, 2012

	ANNUAL	ACTUAL	ACTUAL			
<u>REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
000 Local Taxes	6,677,044	154,872.21	3,066,554.52		3,610,489.48	45.93
000 Local Support Nontax	20,000	416.61	3,430.86		16,569.14	17.15
000 State, General Purpose	0	.00	.00		.00	0.00
000 Federal, General Purpose	1,000,000	.00	500,584.44		499,415.56	50.06
000 Other Financing Sources	98,800	.00	1,900.00		96,900.00	1.92
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>7,795,844</u>	<u>155,288.82</u>	<u>3,572,469.82</u>		<u>4,223,374.18</u>	<u>45.83</u>
<u>EXPENDITURES</u>						
Matured Bond Expenditures	2,390,000	.00	1,110,000.00	0.00	1,280,000.00	46.44
Interest On Bonds	5,052,500	.00	2,162,206.88	0.00	2,890,293.12	42.79
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	5,000	.00	.00	0.00	5,000.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>7,447,500</u>	<u>.00</u>	<u>3,272,206.88</u>	<u>0.00</u>	<u>4,175,293.12</u>	<u>43.94</u>
<u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B-C-D)</u>	<u>348,344</u>	<u>155,288.82</u>	<u>300,262.94</u>		<u>48,081.06-</u>	<u>13.80-</u>
<u>TOTAL BEGINNING FUND BALANCE</u>	<u>1,540,000</u>		<u>1,558,982.18</u>			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXXX</u>		<u>.00</u>			
<u>TOTAL ENDING FUND BALANCE</u>	<u>1,888,344</u>		<u>1,859,245.12</u>			
<u>(E+F + OR - G)</u>						
<u>ENDING FUND BALANCE ACCOUNTS:</u>						
L 810 Restricted For Other Itms	0		.00			
L 835 Restricted Arb Rebate	0		.00			
L 870 Committed to Oth Purposes	0		.00			
L 889 Assigned to Fund Purposes	1,888,344		1,859,245.12			
L 890 UNRESERVED FUND BALANCE	0		.00			
<u>TOTAL</u>	<u>1,888,344</u>		<u>1,859,245.12</u>			

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2011 (September 1, 2011 - August 31, 2012)

For the BAINBRIDGE ISLAND SD #303 School District for the Month of February, 2012

	ANNUAL	ACTUAL	ACTUAL			
<u>REVENUES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
000 General Student Body	164,100	491.89	78,337.48		85,762.52	47.74
000 Athletics	94,000	5,610.45	55,566.94		38,433.06	59.11
000 Classes	27,800	.00	2,709.26		25,090.74	9.75
000 Clubs	307,700	8,740.23	154,404.82		153,295.18	50.18
000 Private Moneys	76,000	20.00	16,647.00		59,353.00	21.90
<u>Total REVENUES</u>	669,600	14,862.57	307,665.50		361,934.50	45.95
<u>EXPENDITURES</u>						
000 General Student Body	191,200	467.19	18,273.05	1,403.38	171,523.57	10.29
000 Athletics	137,600	6,487.20	52,053.00	1,310.30	84,236.70	38.78
000 Classes	26,300	.00	1,100.00	0.00	25,200.00	4.18
000 Clubs	351,650	45,188.24	123,204.25	42,132.91	186,312.84	47.02
000 Private Moneys	132,601	135.00	7,880.00	0.00	124,721.00	5.94
<u>Total EXPENDITURES</u>	839,351	52,277.63	202,510.30	44,846.59	591,994.11	29.47
<u>EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	169,751-	37,415.06-	105,155.20		274,906.20	161.95-
<u>TOTAL BEGINNING FUND BALANCE</u>	352,000		307,971.54			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	182,249		413,126.74			
<u>C+D + OR - E)</u>						
<u>ENDING FUND BALANCE ACCOUNTS:</u>						
L 810 Restricted for Oth Items	0		.00			
L 840 Nonspend Fnd Bal Invent	0		.00			
L 850 Restricted Uninsured Risk	0		.00			
L 870 Committed to Oth Purposes	0		.00			
L 889 Assigned to Fund Purposes	182,249		413,126.74			
L 890 UNRESERVED FUND BALANCE	0		.00			
<u>TOTAL</u>	182,249		413,126.74			

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2011 (September 1, 2011 - August 31, 2012)

For the BAINBRIDGE ISLAND SD #303 School District for the Month of February, 2012

<u>REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
000 Local Taxes	0	.00	.00		.00	0.00
000 Local Nontax	2,000	240.54	838.49		1,161.51	41.92
000 State, General Purpose	0	.00	.00		.00	0.00
000 State, Special Purpose	83,000	.00	180,692.21		97,692.21-	217.70
000 Federal, General Purpose	0	.00	.00		.00	0.00
000 Other Agencies & Assoc	0	.00	.00		.00	0.00
000 Other Financing Sources	0	.00	.00		.00	0.00
<u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	<u>85,000</u>	<u>240.54</u>	<u>181,530.70</u>		<u>96,530.70-</u>	<u>213.57</u>
<u>9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>.00</u>	<u>0.00</u>
<u>Total REV./OTHER FIN. SOURCES</u>	<u>85,000</u>	<u>240.54</u>	<u>181,530.70</u>	<u>0.00</u>	<u>96,530.70-</u>	<u>213.57</u>
<u>EXPENDITURES</u>						
pe 30 Equipment	0	.00	.00	0.00	.00	0.00
pe 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
pe 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>0</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>.00</u>	<u>0.00</u>
<u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>98,800</u>	<u>.00</u>	<u>1,900.00</u>			
<u>OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>EXCESS OF REVENUES/OTHER FIN SOURCES</u>						
<u>OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)</u>	<u>13,800-</u>	<u>240.54</u>	<u>179,630.70</u>		<u>193,430.70</u>	<u>&lt; 1000-</u>
<u>TOTAL BEGINNING FUND BALANCE</u>	<u>90,700</u>		<u>90,502.81</u>			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXXXX</u>		<u>.00</u>			
<u>TOTAL ENDING FUND BALANCE</u>	<u>76,900</u>		<u>270,133.51</u>			
<u>(G+H + OR - I)</u>						
<u>ENDING FUND BALANCE ACCOUNTS:</u>						
L 810 Restricted for Oth Items	0		.00			
L 830 Restrict For Debt Service	0		.00			
L 835 Restricted Arb Rebate	0		.00			
L 850 Restrict Uninsured Risks	0		.00			
L 870 Committed to Oth Purposes	0		.00			
L 889 Assigned to Fund Purposes	76,900		270,133.51			
L 890 UNRESERVED FUND BALANCE	0		.00			
<u>TOTAL</u>	<u>76,900</u>		<u>270,133.51</u>			



# Bainbridge Island School District

3/2/2012

## 2011-2012 Calendar

### August 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### September 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### October 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### November 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### December 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### January 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



#### AUGUST

First Day of School



#### SEPTEMBER

Holiday: Labor Day



Half-Day Early Release



#### OCTOBER

Half-Day Early Release, K-6 Parent Conferences

6, 7

No School: Gr. K-6 Parent Conferences



#### NOVEMBER

Half-Day Early Release



Holiday: Veterans' Day

24 - 25

Holiday: Thanksgiving



#### DECEMBER

Half-Day Early Release



No School: Non Contract Day

20 - 30

Winter Break



#### JANUARY

Winter Break



School Resumes



Half-Day Early Release



Holiday: MLK Birthday

26, 27

No School: Gr. 5 - 8 Parent Conferences

25

Half-Day: Gr. 5 - 8 Parent Conferences

25, 26, 27

Half-Day for High School: Final Exams



#### FEBRUARY

Half-Day Early Release



No School: Non Contract Day



Holiday: Presidents' Day



No School: Non Contract Day



#### MARCH

Half-Day Early Release, K-4 Parent Conferences

8, 9

No School: Gr. K-4 Parent Conferences



#### APRIL

Spring Break



Half-Day Early Release



#### MAY

Half-Day Early Release



Holiday: Memorial Day

13, 14, 15

#### JUNE

Half-Days for High School: Final Exams



High School Graduation



Last School Day - Half Day

13, 14, 15

Reserved for snow day make-up



#### JULY

Holiday: Independence Day



School Board Meetings

### February 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

### March 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### April 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### May 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### June 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### July 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Current

**Bainbridge Island School District****2011-2012 Calendar****August 2011**

1

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**September 2011**

21

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**October 2011**

21

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**November 2011**

19

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**December 2011**

12

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**January 2012**

20

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**AUGUST**

First Day of School

**SEPTEMBER**

Holiday: Labor Day



Half-Day Early Release

**OCTOBER**

Half-Day Early Release, K-6 Parent Conferences

6, 7

No School: Gr. K-6 Parent Conferences

**NOVEMBER**

Half-Day Early Release



Holiday: Veterans' Day

24 - 25

Holiday: Thanksgiving

**DECEMBER**

Half-Day Early Release



No School: Non Contract Day

20 - 30

Winter Break

**JANUARY**

Winter Break



School Resumes



Half-Day Early Release



Holiday: MLK Birthday

26, 27

No School: Gr. 5 - 8 Parent Conferences



Half-Day: Gr. 5 - 8 Parent Conferences

25, 26, 27

Half-Day for High School: Final Exams

**FEBRUARY**

Half-Day Early Release



No School: Non Contract Day



Holiday: Presidents' Day



No School: Non Contract Day

**MARCH**

Half-Day Early Release, K-4 Parent Conferences



No School: Gr. K-4 Parent Conferences

2 - 6

**APRIL**

Spring Break



Half-Day Early Release

**MAY**

Half-Day Early Release



Holiday: Memorial Day

13, 14, 15

**JUNE**

Half-Days for High School: Final Exams



High School Graduation



Last School Day - Half Day

13, 14, 15

Reserved for snow day make-up

**JULY**

Holiday: Independence Day



School Board Meetings

**February 2012**

18

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

**March 2012**

22

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**April 2012**

16

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**May 2012**

22

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**June 2012**


8

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**July 2012**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

*Proposed*

Date: March 22, 2012  
To: Faith Chapel, Superintendent  
From: Cami Dombkowski, Personnel Director   
Subj: Personnel Actions

Personnel actions recommended for Board approval at the March 29, 2012 School Board meeting are as follows:

**Hiring Recommendations:** (Subject to acceptable outcome of a criminal history records check and sexual misconduct clearance)

Barnett, Mary Beth	6.0 hrs/day Special Education Paraeducator at Ordway Elementary School effective 03/12/12 for the 2011-2012 school year only
Riely-Gibbons, Julie	Interim JV Tennis Coach at Bainbridge High School from 04/10/12 – 05/04/12

**Changes in Assignment:**

Hanley, Robin	From 3.2 hrs/day to 4.5 hrs/day Special Education Paraeducator at Bainbridge High School and .6 hr/day Special Education Paraeducator at Wilkes Elementary School effective 09/06/11 – 02/21/12
Mitchell, Rebecca	Add 2.0 hrs/wk Special Education Paraeducator to existing hours at the Adult Living Program effective 02/21/12 for the 2011-2012 school year only

**Resignations:**

Mackenzie, Linda	1.0 FTE Kindergarten Teacher at Blakely Elementary School effective 06/30/12
Wilson, Rory	1.0 FTE Math Teacher at Bainbridge High School effective 06/30/12
Evans, Linda	6.0 hrs/day Special Education Paraeducator at Blakely Elementary School effective 03/14/12 (currently on Leave of Absence)
Priestly, Carlynn	6.5 hrs/day Special Education Paraeducator at Woodward Middle School effective 03/16/2012
Livingston, Megan	Assistant Girls Swim and Dive Coach at Bainbridge High School effective 03/15/12

**Requests for Leave of Absence:**

**Retirements:**

Rounsley, Patty	8.0 hrs/day Food and Nutrition Supervisor effective 06/30/12 (originally approved as a resignation)
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**Probationary Termination:**

Mattson, John	8.0 hrs/day Grounds Laborer effective 03/09/12
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BOARD OF DIRECTORS  
Patty Fielding  
Mary Curtis  
Mike Spence  
Tim Kinkad



SUPERINTENDENT  
Faith A. Chapel

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8489 Madison Avenue NE \* Bainbridge Island, Washington 98110 \* (206) 842-4714 \* Fax: (206) 842-2928

Board of Directors Meeting  
March 29, 2012

## CONSENT AGENDA

1. **Donation**  
Donation to *Blakely Elementary School* in the amount of \$2,000.00 from the *Intermec Technology Corporation* for technology.
2. **District Staff: Out of State Travel**  
Request for Board approval from Bainbridge High School Social Studies Teacher Michael Holloway for Mr. Holloway to travel to Kansas City, Missouri June 1 – 8, 2012 to serve as a “test reader” for Advanced Placement Social Studies examination evaluation in June.
3. **Student Field Trip: Overnight**  
Request for Board approval from Bainbridge High School Future Business Leaders of America Advisor Kim Rose for students involved in that program to attend the State Business Leadership Conference in Seattle April 12 – 14, 2012.
4. **Student Field Trip: Overnight**  
Request for Board approval from Odyssey Grades 1 & 2 Teacher Peggy Koivu for students involved in that program to participate in workshops for earth and life science education at Camp Indianola May 7 & 8, 2012.
5. **Student Field Trip: Overnight**  
Request for Board approval from Odyssey Grades 3 & 4 Teacher Barbara Bolles for students involved in that program to attend the Olympic Park Institute May 21 – 23, 2012.
6. **Student Field Trip: Overnight**  
Request for Board approval from Odyssey Grades 5 & 6 Teacher Barry Hoonan for students involved in that program to attend Camp Seymour in Gig Harbor May 21 – 23, 2012.
7. **Student Field Trip: Overnight**  
Request for Board approval from Blakely Elementary School Principal Reese Ande for Blakely 4<sup>th</sup> Grade students to attend Olympic Park Institute on Lake Crescent (west of Port Angeles) for their Outdoor Education experience on May 23 – 25, 2012.
8. **Minutes from the March 8, 2012 School Board Meeting**

9.     **February 2012 Payroll:**     (Payroll Warrants) 1000861 through 1000903  
                                             (Payroll AP Warrants) 171686 through 171709  
                                             **TOTAL:** \$2,671,468.23

10.    **Vouchers**

➤ General Fund Voucher	\$ 290,727.28
➤ Capital Projects Fund Voucher	\$ 1,185,591.69
➤ Associated Student Body Fund Voucher	\$ 636.37
➤ Associated Student Body Fund Voucher	\$ 48,248.59

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SCHOOL BOARD OF DIRECTORS



8489 Madison Avenue NE • Bainbridge Island, WA 98110-2999 • 206-842-4714 • FAX 206-842-2928

## Gifts and Donations

The Bainbridge Island School Board of Directors recognizes that individuals and organizations in the community may wish to contribute money, supplies, equipment, materials or real property to enhance the school program. The board appreciates such generosity and recognizes the valuable contribution donations can make. Accordingly, the board has established guidelines for the giving of gifts in excess of \$1000.

These gifts must satisfy the following criteria:

1. the purpose of use shall be consistent with philosophy and programs of the district;
2. minimum financial obligation for installation, maintenance and operation;
3. free from health and/or safety hazards; and
4. no direct or implied commercial endorsement.

It is also understood that all gifts shall become district property and shall be accepted without obligation relative to use and/or disposal.

Name of Donor Intermec Technologies Corporation  
Address 6001 36<sup>th</sup> Ave W.  
Everett WA 98203  
Phone (425) 348-2600

Donation Amount or Value of Donated Items: \$ 2,000.00

Purpose of Donation (specify if cash donation is to be used for a specific purpose)

Technology ~ Per Plan

If donation is considered supplies, equipment, materials or real property, please list donated items below:

N/A

In accordance with the district policy on gifts, the above mentioned donation(s) meet the guidelines outlined in the gifts policy and have been approved by the appropriate individual for use in the district. To the best of my knowledge the descriptions and dollar amounts listed above are correct and accurate.

Signature of Donor [Signature]

Date 3-13-2012

Reviewed By: [Signature]

Date 3/8/2012

BAINBRIDGE HIGH SCHOOL

March 5, 2012

TO: Faith Chapel  
FROM: Brent Peterson



RE: **Approval Request for Out of State Travel**

Michael Holloway, BHS Social Studies teacher, has submitted a staff travel request that involves out of state travel to serve as a “test reader” for Advanced Placement Social Studies examination evaluations in June of this school year.

Attendance at the National Advanced Placement assessment event presents a great opportunity for Michael to participate with Social Studies teachers from around the country in the assessment of AP exams. Participation at this event serves as a very useful professional development activity for one of our Advanced Placement instructors and a fantastic opportunity to network with other educators from across the country.

I support this professional development proposal and recommend School Board approval of this out of state travel request.

3/5/2012

# Guidelines Governing Staff Travel/Staff Development

1. The purpose of all staff travel must be directly related to the improvement of the instructional program.
2. Meetings, conferences, workshops and visitations contributing to current curriculum projects will be given priority.
3. Members of district curriculum committees will be given preference.
4. All travel requests must be submitted for approval to the building principal and assistant superintendent or superintendent.
5. Claims for travel expense reimbursement, to the extent approved below, must include receipts and be submitted on a reimbursement claim form to the school business office.
6. Advanced funds for approved travel may be obtained by completing the appropriate form in the office of the superintendent.

Submit form intact to your building administrator for approval.  
A copy of the signed and executed form will be returned to you for your records.

## STAFF TRAVEL/STAFF DEVELOPMENT – Complete this form by writing/printing firmly and legibly!

Name Michael Holloway Building/Position BHS/Teacher  
 Destination Kansas City, Mo. Proposed Date 6/1, 6/4, 6/5, 6/6, 6/7, 6/8  
 Purpose of Travel AP European History Exam Reader. The College Board and ETS have invited me to score essays for the 2012 AP European History Exam.

Please state how this activity pertains to your current assignment and with whom experience will be shared.

(To be developed in cooperation with the building principal): As a teacher for AP European History, attending the reading and participating in the scoring are invaluable experience to bring back to my classroom to help guide future students

Will substitute coverage be required? ☒ Yes ☐ No If Yes: ☒ Full Day ☐ Half Day

Specify hours needing coverage if less than full day: —

District vehicle required: ☐ Yes ☒ No (Make arrangements for vehicle directly by calling District Transportation at x4641.)

Estimated cost of travel: (Make sure you break down all costs if requesting funding support)

Registration .....	<u>0</u>
Purchase Order attached # .....	
Travel	
Mileage @ 50¢/mile or IRS approved rate at time of travel ...	<u>0</u>
Airfare .....	<u>0</u>
Ferry .....	<u>0</u>
Lodging .....	<u>0</u>
Purchase Order attached # .....	
Substitute (approx. \$110/day) <u>8120.00</u> <u>x 6</u>	<u>\$ 720.00</u>
Other (extra time, meals, etc.) .....	<u>0</u>
<b>TOTAL REQUESTING</b> .....	<b>\$ 720.00</b>

Employee's Signature Michael Holloway

## INFORMATION BELOW TO BE COMPLETED BY THE SCHOOL ADMINISTRATION

Travel approved by: [Signature]

Principal or Building Administrator

Title 11A  
 District / Building Administrator(s) providing all or partial funding for activity

[Signature]  
 Associate Superintendent / Curriculum & Instruction

Amount Approved \$ \$ 720 Sub covering

Account Number(s) .....

(Charge code information must be identified)

5200-31-2500-000-8000-9100  
Title 11A

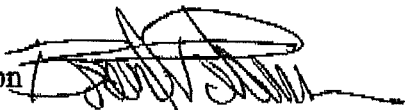


**BAINBRIDGE HIGH SCHOOL**

March 21, 2012

To: Faith Chapel

From: Brent Peterson



**RE: Approval of Overnight Student Activity – BHS Student Attendance at Washington State Business Leadership Conference**

The attached information packet from Kim Rose, BHS Future Business Leaders of America advisor, provides details regarding a request for approval of an overnight student travel opportunity.

Attendance at the State Business Leadership Conference in Seattle is an exciting educational opportunity for our FBLA students.

I recommend approval of this travel request.



## *Bainbridge High School*

Brent E. Peterson, Principal  
Jana Haley, Assoc. Principal  
Tina Lemmon, Assoc. Principal  
Annette J. Duvall, Athletic Dir.

March 21, 2012

Bainbridge Island School Board of Directors

The Future Business Leaders of America chapter at Bainbridge High School would like permission to take a 3 day/2 night trip to Seattle, WA for the State Business Leadership Conference, April 12-14. We will be taking 34 students, 1 parent/staff chaperone, and 1 advisor. The total cost of the trip is approximately \$8,400.00. This includes registration, lodging, and travel for the students, chaperons, and advisor. Expenses will be covered by a combination of fundraising, out-of-pocket expense to students, and CTE funds.

Bainbridge FBLA continues to excel in competition with thirty-four of the thirty-six BHS students who attended the Winter Regional Conference placed top 5 at the regional level in at least one event. To prepare for the conference the students have taken a packet of information home, which contains information for parents concerning events at the conference, students' absences, cost, and security.

This conference is the most expensive for the students, unless they travel to nationals. The state is providing a package price that includes: registration and lodging. The average student cost will be \$275. Part of the transportation costs will be covered by the CTE department to help lower student costs. Food and souvenirs are on their own. Advisor package is \$642 which includes registration and lodging.

Attached you will find the permission slip for the students and a tentative schedule for the conference from the State FBLA office in Olympia. Please notify me if you need any more information.

Sincerely

Kim Rose  
FBLA Advisor

Cc: Faith Chapel, Superintendent  
Brent Peterson, Principal

## Bainbridge Island School District

# Guidelines Governing Staff Travel/Staff Development

1. The purpose of all staff travel must be directly related to the improvement of the instructional program.
2. Meetings, conferences, workshops and visitations contributing to current curriculum projects will be given priority.
3. Members of district curriculum committees will be given preference.
4. All travel requests must be submitted for approval to the building principal and assistant superintendent or superintendent.
5. Claims for travel expense reimbursement, to the extent approved below, must include receipts and be submitted on a reimbursement claim form to the school business office.
6. Advanced funds for approved travel may be obtained by completing the appropriate form in the office of the superintendent.

Submit form intact to your building administrator for approval.  
A copy of the signed and executed form will be returned to you for your records.

## STAFF TRAVEL/STAFF DEVELOPMENT – Complete this form by writing/printing firmly and legibly!

Name Kim Rose Building/Position BHS  
Destination Seattle Proposed Date 4-11 to 4-14  
Purpose of Travel FBLA State

Please state how this activity pertains to your current assignment and with whom experience will be shared.  
(To be developed in cooperation with the building principal): \_\_\_\_\_

Will substitute coverage be required? ☐ Yes ☐ No If Yes: ☒ Full Day ☐ Half Day

Specify hours needing coverage if less than full day: \_\_\_\_\_

District vehicle required: ☐ Yes ☐ No (Make arrangements for vehicle directly by calling District Transportation at x4641.)

### Estimated cost of travel: (Make sure you break down all costs if requesting funding support)

Registration ..... 150 - FBLA PD  
Purchase Order attached # .....  
Travel .....  
Mileage @ 50¢/mile or IRS approved rate at time of travel ..... 20 - (32.67 hrs)  
Airfare ..... 105 - (bus 4/12)  
Ferry ..... 492 -  
Lodging .....  
Purchase Order attached # .....  
Substitute (approx. \$<sup>120</sup>40/day) ..... 240 -  
Other (extra time, meals, etc.) ..... 50 -  
**TOTAL REQUESTING** ..... 1,220  
Employee's Signature Kimberly G. Rose

CTE \$578  
DAFBLA \$150  
FBLA \$492

Trans  
Expd  
↓  
1.15.12

### INFORMATION BELOW TO BE COMPLETED BY THE SCHOOL ADMINISTRATION

Travel approved by:

Principal or Building Administrator

District Building Administrator(s) providing all or partial funding for activity

Associate Superintendent / Curriculum & Instruction

Amount Approved \$ \$578 CTE

Account Number(s) \_\_\_\_\_

(Charge code information must be identified) \*

CTE BUSINESS ES. TRAVEL = 578

3161-27-8100-402-1850

\$228 + 240 + 50 = 578



## Commodore Options School

9530 N.E. High School Road  
Bainbridge Island, Washington 98110  
206.780.1646



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Commodore Options School is a community of school programs serving students preschool through high school. These programs of choice hold in common student-centered education and cooperative partnerships with family and community

March 5, 2012

Dear Ms. Faith Chapel, Bainbridge Island School Board,

Please find enclosed our Proposed Educational Field Trip forms for our annual Odyssey Outdoor Education Program. Through the generous donation of our OPTO and parent volunteers, we are able to provide opportunities for all of our students to experience field based learning.

For our 1st and 2nd grade students, Peggy Koivu's class, parents plan workshops for earth and life science education at Camp Indianola . Students also participate in art workshops, games and group cooperation activity. Their dates are May 7th – May 8th.

The 3rd and 4th grade students, Barbara Bolles's class, attend the Olympic Park Institute. We link the research of our Eagle Harbor High School students with our 3rd and 4th grade cluster as preparation to OPI. Their dates are May 21st – May 23rd.

Our 5th and 6th grade students, Barry Hoonan's class, attend Camp Seymour in Gig Harbor. They provide a full environmental education curriculum, including team building activities. Their dates are May 21st - through May 23rd .

Odyssey has a rich tradition of outdoor education as an extension of our emphasis on project based authentic learning. These field experience opportunities are a highlight of our school.

Sincerely,

Catherine Camp, Principal

## Proposed Educational Field Trip

Teacher Peggy Koivu School Commodore / Odyssey

Class Involved 1-2 cluster

Number of Students 24 Number of Chaperones 10

Destination Camp Indianola

Date of Trip (Proposed) May 7 - May 8, 2012

Time of Departure from School ..... 9:00 am, May 7, 2012

Time of Return to School ..... 2:00 pm, May 8, 2012

Purpose of Field Trip (Curriculum area/objectives) Exploration and enrichment of earth and life sciences in the field. Team building activities.

☐ Regular Program ☐ ASB ☒ Other (Best, private, grant, etc.) OPTO

### Policy 2320 - FIELD TRIPS AND OUT-OF-STATE TRAVEL:

"The district recognizes that valuable learning can take place outside the regular classroom and it encourages the use of field trips and other outside activities appropriate to the established curriculum and within the fiscal limits of the school..."

**All overnight and out-of-state field trips must be approved in advance by the school board..."**

#### **Transportation needs**

Bus required? ☐ Yes ☒ No

Other vehicle required? ☐ Yes ☒ No

Involves watercraft? ☐ Yes ☒ No

Substitute required? ☐ Yes ☒ No

Special Instructions (e.g., need bus to ferry only, etc.) \_\_\_\_\_

Date 3-2-12 Teacher Peggy Koivu

Estimated Cost \$1,479 Actual Cost \_\_\_\_\_

Principal

Approved By [Signature]  
Principal

Submit request to principal seven days in advance of trip.

**(Overnight/out-of-state requests must be submitted 30 days in advance of trip)**

## Proposed Educational Field Trip

Teacher Barbara Bolles School CDR/Odyssey MAP

Class Involved 3rd-4th Cluster

Number of Students 25 Number of Chaperones 5

Destination NatureBridge - Olympic Park Institute

Date of Trip (Proposed) May 21-May 23, 2012

Time of Departure from School ..... 8:30 am

Time of Return to School ..... 2:00 pm

Purpose of Field Trip (Curriculum area/objectives) Outdoor Education and Field Science training to enhance and enrich science curriculum

☐ Regular Program ☐ ASB ☒ Other (Best, private, grant, etc.) OPTO & parent

### Policy 2320 - FIELD TRIPS AND OUT-OF-STATE TRAVEL:

"The district recognizes that valuable learning can take place outside the regular classroom and it encourages the use of field trips and other outside activities appropriate to the established curriculum and within the fiscal limits of the school..."

**All overnight and out-of-state field trips must be approved in advance by the school board..."**

#### **Transportation needs**

Bus required? ☐ Yes ☒ No

Other vehicle required? ☐ Yes ☒ No

Involves watercraft? ☐ Yes ☒ No

Substitute required? ☐ Yes ☒ No

Special Instructions (e.g., need bus to ferry only, etc.) \_\_\_\_\_

Date 3/7/12 Teacher Barbara Bolles

Estimated Cost \$6,445.00 per invoice Actual Cost \_\_\_\_\_  
Principal

Approved By [Signature]  
Principal

Submit request to principal seven days in advance of trip.

**(Overnight/out-of-state requests must be submitted 30 days in advance of trip)**

## Proposed Educational Field Trip

Teacher Barry Hoonan School Odyssey  
Class Involved 5<sup>th</sup>/6<sup>th</sup> gr Odyssey (Barry Hoonan)  
Number of Students 27 Number of Chaperones 7  
Destination Camp Seymour  
Date of Trip (Proposed) May 21 - May 23, 2012  
Time of Departure from School ..... 8:30 AM  
Time of Return to School ..... 1:30 pm  
Purpose of Field Trip (Curriculum area/objectives) Marine biology studies  
in Puget Sound

☐ Regular Program ☐ ASB ☒ Other (Best, private, grant, etc.) OPRO & Parent payment

### Policy 2320 - FIELD TRIPS AND OUT-OF-STATE TRAVEL:

"The district recognizes that valuable learning can take place outside the regular classroom and it encourages the use of field trips and other outside activities appropriate to the established curriculum and within the fiscal limits of the school..."

**All overnight and out-of-state field trips must be approved in advance by the school board..."**

#### **Transportation needs**

Bus required? ☐ Yes ☒ No

Other vehicle required? ☒ Yes ☐ No

Involves watercraft? ☒ Yes ☐ No

Substitute required? ☐ Yes ☒ No

Special Instructions (e.g., need bus to ferry only, etc.) Parent drivers - 40 mi.  
to & fro Camp Seymour

Date Feb 28, 2012 Teacher Barry Hoonan  
Estimated Cost \_\_\_\_\_ Actual Cost \_\_\_\_\_

Principal \_\_\_\_\_  
Approved By [Signature]  
Principal

Submit request to principal seven days in advance of trip.

**(Overnight/out-of-state requests must be submitted 30 days in advance of trip)**

# Captain Johnston Blakely Elementary School

To: Board of Directors

From: Reese Ande

Date: March 19, 2012

RE: Blakely Outdoor Education 2012 Overnight Experience

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Blakely fourth graders will be attending Olympic Park Institute for their Outdoor Education experience again this year. Blakely has traveled to OPI, located on Lake Crescent, west of Port Angeles, for over ten years. This three day program from May 23-25, involves an overnight stay of two nights.

The program is supervised by myself, teaching staff, and approximately 15 parent chaperones.

We travel to OPI to study old growth forest ecology, stream and water shed studies and environment stewardship. It is an excellent program which has a lasting impact on our fourth grade students.



## Proposed Educational Field Trip

Teacher Reese Arnte School Blakeley Elementary  
Class Involved 4<sup>th</sup> grade Classrooms (Connelly, McMahon, Wilson)  
Number of Students Approx 81 Students Number of Chaperones 15 parent chaperones  
Destination Olympic Park Institute - Lake Crescent 5 certified staff (Including Principal)  
Date of Trip (Proposed) May 23<sup>rd</sup> - May 25<sup>th</sup>, 2012  
Time of Departure from School ..... 9<sup>00</sup> am  
Time of Return to School ..... 3<sup>00</sup> pm  
Purpose of Field Trip (Curriculum area/objectives) Outdoor Education Program ~  
Overnight at OPI

☒ Regular Program ☐ ASB ☐ Other (Best, private, grant, etc.) \_\_\_\_\_

### Policy 2320 - FIELD TRIPS AND OUT-OF-STATE TRAVEL:

"The district recognizes that valuable learning can take place outside the regular classroom and it encourages the use of field trips and other outside activities appropriate to the established curriculum and within the fiscal limits of the school..."

**All overnight and out-of-state field trips must be approved in advance by the school board..."**

#### **Transportation needs** 2 Buses

Bus required? ☒ Yes ☐ No Other vehicle required? ☐ Yes ☒ No

Involves watercraft? ☐ Yes ☒ No Substitute required? ☐ Yes ☐ No

Special Instructions (e.g., need bus to ferry only, etc.) \_\_\_\_\_

Date 3/20/12 Teacher 4<sup>th</sup> grade Teaching Team  
Estimated Cost \_\_\_\_\_ Actual Cost \_\_\_\_\_  
Principal

Approved By [Signature]  
Principal

Submit request to principal seven days in advance of trip.

**(Overnight/out-of-state requests must be submitted 30 days in advance of trip)**

**BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303  
SCHOOL BOARD MEETING MINUTES**

**Date:** March 8, 2012

**Place:** Board Room – Commodore Campus

**Board of Directors Present**

Board President – Patty Fielding

Directors – Mike Spence, Tim Kinkead

**Excused**

Mary Curtis

**Call to Order**

6:03 p.m. – Board President Patty Fielding called the meeting to order and a quorum was recognized.

**Public Comment**

No public comment.

**Superintendent's Report**

Superintendent Faith Chapel announced Classified School Employee Week in Washington State would be celebrated the week of March 12 – 16. She read into record, Governor Christine Gregoire's January 2012 Proclamation that stated in part "*there are nearly 50,000 classified school employees working with and helping children in Washington public schools; and classified school employees are instrumental in fulfilling the state's paramount duty to educate children.*" Co-Presidents of the Bainbridge Island Educational Support Professional Association (BIESPA) Mike McCloud and Lydia Scheiber accepted a copy of the proclamation on behalf of the district's classified employees, and Mr. McCloud read into record, a moving and heartfelt letter (a copy of the letter available upon request).

**Board Reports**

Board President Patty Fielding read a press release acknowledging the receipt of a letter of resignation from Board Director John Tawresey – Director District No. 3. Ms. Fielding stated John's colleagues on the Board were saddened at his departure, but appreciated the constancy of his dedication to the best interests of students and the District that this action represented. Ms. Fielding thanked Mr. Tawresey on behalf of students, staff, and the community for his years of service and wished him well. (A copy of the full press release is available upon request.) Ms. Patty Fielding announced the process for replacing the Director District No. 3 position was underway and an official media notice would be published next week.

Tim Kinkead reported he and President Patty Fielding reviewed the domains and rubrics of the superintendent evaluation process. The goal was to develop a superintendent evaluation process that is ongoing through the years to come.

**Presentations**

***A. Resolution 02-11-12: Bond Delegation***

Financial advisor Dave Trageser and Attorney Alice Ostdiek provided information about the opportunity to save Bainbridge Island taxpayers additional dollars by restructuring the 2006 Bonds through a "refunding" process. An overview of Resolution 02-11-12: Bond Delegation was also presented. The resolution delegates authority to the District's designated representative to set final terms of the bonds and related matters. It was noted that preliminary estimates indicate there is the potential to realize a taxpayer savings of close to a million dollars.

**Motion 48-11-12:** That the Board approves Resolution 02-11-12: Bond Delegation as presented. (Spence) The affirmative vote was unanimous. (Spence, Fielding, Kinkead)

***B. Highly Capable Self-Study***

Betsy Minor Reid, Executive Director of Instructional Support Services, and Highly Capable Advisory Committee parent representative Pegeen Mulhern, presented an overview of the highly capable services currently in place in the district. The current identification process includes each school assessing the entire third grade class in the spring. This is followed by a fall assessment of new entrants completed by school counselors. Once identified, an Individual Learning Plan is developed for each student and is dependent on teacher availability. It was noted there were inconsistent strategies to meet student needs with limited resources.

During the 2010-2011 school year, the Highly Capable Advisory Committee reviewed the different components associated with serving students identified as highly capable. At the conclusion of this review, the reported information indicated a self-study was necessary. This year's self-study revealed several areas that were recommended for change: 1) identification process; 2) service delivery model; 3) Individual Learning Plans; and 4) classroom resources. Recommendations for service change included establishing one assessment date annually, begin service in third grade, develop an annual schedule for the creation and updating of individual learning plans in each grade span, create a multi-disciplinary team to determine student selection, and engage in purposeful, intentional work to assist teachers in meeting needs, with readily available resources. The committee projects their work will be completed at the conclusion of the current school year, with implementation of a more streamlined identification process, resulting in adjustments to service delivery, beginning in the 2012-2013 school year.

#### *C. District Mission, Vision & Guiding Beliefs, and District Improvement Plan Overview*

Superintendent Chapel explained the Board of Directors had been in the process of revising the district's Mission, Vision and Guiding Principles since the fall of 2010. Ms. Chapel noted the document had been developed with assistance from the Lake Washington School District, and was presented at the December school board meeting for review. Since then, additional revisions have been incorporated into the document. The latest iteration of the document was provided for board review and discussion. As stated in the document, the district's mission as a learning organization is to ensure that every student is future ready: prepared for the global workplace; prepared for college; prepared for personal success. The district's vision reflects a commitment to providing each student with an excellent academic program in an engaging and supportive environment. The three components of the guiding principles include: "*Strong Minds*" (Challenge): challenging and meaningful curriculum; high expectations and quality instruction, "*Strong Hearts*" (Connection): interconnected learning experiences; personalization and individual attention, "*Strong Community*" (Community): student engagement and leadership; caring and supportive environment. Details for each of these key components are contained within the document. Following Ms. Chapel's presentation, board members engaged in a brief discussion regarding the key components in the mission statement. It was noted that the draft document will be posted on the district's website, with the goal of gathering feedback from parents, staff and community members.

Ms. Chapel also provided an overview of the draft District Improvement Planning Document, which was developed by the district administrative team and school principals to identify key initiatives to improve student learning. Accompanying the detailed planning matrix was a two year overview of the district priorities and strategies intended to prepare students for future success. It was noted this two year overview was shared with the District Budget Advisory Committee and should serve as the guide for what drives funding. Reviewing the improvement plan priorities for 2012-13, group discussion briefly focused on Priority 3 – High Quality Assessment that Informs and Supports Individualized Instruction, with folks in agreement that it will be important to give teachers time to understand the data being gathered.

#### *D. Budget & Legislative Updates*

Superintendent Chapel distributed a special edition of This Week In Olympia, which was sent out at 5:00 PM this afternoon. The House has now passed a new budget version, with key points of the new proposal as follows: a) leave \$352 million in reserve to cushion the budget against further economic downturns; b) no cuts to K-12 education; c) there is a "contingent appropriation" for school districts' June 2013 general apportion payments; and d) a few of the funding enhancements proposed by the House were included, although at a lower level. Ms. Chapel noted a comparative list of the House and Senate budget proposals was included in the publication. A draft copy of the changes currently anticipated for the district's 2012-13 budget was included in the board meeting materials for review and consideration.

#### *E. Monthly Communications Report*

Community Relations Coordinator Pam Keyes began her report by sharing some statistics from Google Analytics, which has provided insights into the new district website's user traffic and marketing effectiveness. Ms. Keyes noted between February 12 and March 1, Google Analytics reported 36,406 people visited the district website, with 79.96% new visitors and 20.4% returning visitors. Other areas highlighted in the communications report included: Publications – The next issue of OpenBook is in process, with the feature article fouled on instruction as it relates to the Language Arts curriculum review and implementation. Website Training- The district is developing the use of Forms and Surveys component and will begin by training district staff. An example of the use of this tool, PTO leaders will have a way to report their volunteer statistics through the website. Community Engagement – Ms. Keyes attended Great educators, Great schools, Great kids – and Great reading, an event held at the Kitsap Mall in honor of Read Across America. The event was hosted by WEA-Olympic, Kitsap Sun and Barnes & Noble. In coordination with BIEA, district information was displayed and shared. Emergency Preparedness – Ms. Keyes met with Bainbridge Island Fire Department Assistant Chief Luke Carpenter, Red Cross Emergency Services Manager David Rasmussen, and Erin Ernst, a Red Cross Services Coordinator. They discussed how emergency responses are

coordinated between the Red Cross and Schools, and the procedures for use of school facilities as shelters. Mr. Rasmussen will be introduced at a later school board meeting when he will present a new Red Cross agreement for use of school facilities.

*F. Wilkes Elementary School Project – Change Order No. 4*

Director of Facilities and Capital Projects Tamela Van Winkle provided a brief overview of Wilkes Elementary Replacement Change Order No. 4 being presented for board consideration and approval. Change Order No. 4 included the following items:

CCD 020	<u>Steel Beam at Bridge Per RFI 059</u> Structural beam missing at upper connection of bridge to wall of south Wing C.	\$2,867.00
CCD 027	<u>Add Handrail at Stage Stair</u> Architectural code compliance at steps from Commons to stage.	\$2,087.00
COP 010r	<u>Power Study</u> Coordination study was necessary to determine maximum allowable electrical load for service breaker protection.	\$2,845.00
COP 012	<u>L&amp;I Electrical Revisions per ASI 15</u> Electrical amperage, circuitry, and safety disconnect code compliance.	\$6,746.00
COP 013	<u>PE Office Changes</u> Electrical relocation of 4 – 4” conduits to minimize impact in PE office.	\$4,572.00
COP 014	<u>Commons Upper Walk per RFI 47</u> Structural correction of bridge trusses to accommodate wood decking.	\$5,804.00
COP 015r	<u>Added Roof Beam per RFI 62</u> Structural angle addition to support roof decking at gym entry.	\$ 396.00
COP 018	<u>Reinforce Top Hinge of Doors 102A, 102B, 102D</u> At the gym, where community use will be popular, these hinges will add durability.	\$ 490.00
COP 019	<u>Delete VAV per RFI 55</u> Removed from the drawings, this heating unit erroneously remained on the schedule.	(\$398.00)
COP 020	<u>Delete Scorekeeping Station per RFI 32</u> Budget Alignment/value engineering reduced two scorekeeping stations to one.	(\$341.00)
PR 006	<u>Telecom Routing Change</u> Space limitations along the bridge between Wings D and C prompted an underground route.	\$6,853.00
PR 008.2	<u>Exterior Pole Light Change</u>	(\$430.00)

**Motion 49-11-12:** That the Board approves Wilkes Elementary Replacement Change Order No. 4 as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Fielding, Spence)

**Personnel Actions**

Superintendent Faith Chapel noted the Personnel Actions dated March 8, 2012 included the resignation of John Tawresey from the Bainbridge Island School Board effective 03/06/2012.

**Motion 50-11-12:** That the Board approves the Personnel Actions dated March 2, 2012, and March 8, 2012 as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Fielding, Spence)

**Consent Agenda**

**Student Field Trip: Overnight or Out-of-State**

1. Request for Board approval from Mosaic teacher Martha Wells for Mosaic 4 – 8 students to participate in the annual Outdoor Education Program at Camp Seymour in Gig Harbor, Washington April 9 – 11, 2012.

2. Request for Board approval from Bainbridge High School Instrumental Music Teacher Lillian Garcia for Band students to participate in the Music in the Parks Competition at the Silverwood theme park in Coeur d'Alene, Idaho on May 18 – 20, 2012.
3. Request for Board approval from Susan Kaseler, Head Coach of the Bainbridge High School Sailing Team (club sport) for members of the team to participate in a variety of overnight and out-of-state competitions (see attached schedule) throughout the sailing season.
4. Request for Board approval from Bainbridge High School Head Tennis Coach Mike Anderson for the Tennis Team to participate in the Tri Cities Invitational in Kennewick, Washington on April 13 – 14, 2012.

District Staff: Out-of-State Travel

1. Request for Board approval for Bainbridge High School Digital Photography Teacher Janet Neuhauser to attend the Society for Photographic Education National Conference in San Francisco, California on March 21 – 25, 2012.
2. Request for Board approval for Executive Director of Instructional Support Services Betsy Minor Reid to conduct a school site visit in Oregon on a date to be scheduled between March 15 and March 30, 2012. Specific details of the visit will be finalized once confirmed by all sites. There is no cost to the district as travel costs are provided by the school site in Oregon.

Minutes from the February 9, 2012 School Board Meeting

Minutes from the February 23, 2012 School Board Meeting

**Motion 51-11-12:**

That the Board approves the revised Consent Agenda as presented.  
(Kinhead) The affirmative vote was unanimous. (Kinhead, Fielding, Spence)

The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, were also approved for payment.

(General Fund Voucher)

Voucher numbers 2004662 through 2004757 totaling \$ 130,987.29 .

(General Fund Voucher)

Voucher numbers 2004661 through 2004661 totaling \$ 1,933.65 .

(Capital Projects Fund Voucher)

Voucher numbers 4307 through 4311 totaling \$ 48,767.29 .

(Associated Student Body Fund Voucher)

Voucher numbers 4000568 through 4000568 totaling \$ 24.86.

Adjournment

8:20 p.m. – President Fielding adjourned the meeting.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
SCHOOL BOARD OF DIRECTORS

ATTEST: \_\_\_\_\_, Secretary to the Board of Directors

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303  
GENERAL FUND

MONTH OF February 2012  
BOARD DATE March 29, 2012

We, the undersigned, do hereby certify that the foregoing payroll is just, true and correct; that the persons whose names appear hereon actually performed services as stated for the time shown, and that the amounts are actually due and unpaid.

Sue Hardie  
PAYROLL OFFICER

APPROVED GROSS IN THE AMOUNT OF:	<u>1,993,281.44</u>
PLUS BENEFITS IN THE AMOUNT OF:	<u>667,812.26</u>
ADJUSTMENTS IN THE AMOUNT OF:	<u>10,374.53</u>
(COBRA, Manual Warrants, Vender Adj)	
TOTAL PAYROLL DISTRIBUTION:	<u>2,671,468.23</u>

WARRANT NUMBERS:	(Payroll Warrants)	1000861	through	1000903
	(Payroll AP Warrants)	171686	through	171709

DIRECTORS

_____	_____
_____	_____
_____	_____

PROVISION IS MADE FOR THE ADJUSTMENT OF EMPLOYEE AND EMPLOYER BENEFITS AS NECESSARY.

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the Bainbridge Island School Dist #303, and that I am authorized to authenticate and certify to said claim.

\_\_\_\_\_  
Signature

payments have been audited and certified by the Auditing Officer as required by  
 CW 42.24.080, and those expense reimbursement claims certified as required by  
 CW 42.24.090. Those payments have been recorded on a listing which has been  
 made available to the board.

s of March 29, 2012, the board, by a \_\_\_\_\_ vote, does  
 approve for payment those checks (warrants) included in the following list  
 and further described as follows: GF A/P Warrants  
 Check Number 2004758 through 2004913  
 in the total amount of \$290,727.28.

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
2004758	ACE HARDWARE	03/30/2012	395.11
2004759	ADMIN REVOLVING FUND	03/30/2012	2,991.39
2004760	ADVANCED WEB	03/30/2012	322.47
2004761	AIR SYSTEMS ENGINEERING INC	03/30/2012	610.06
2004762	ALEKS ASSESSMENT AND LEARNING	03/30/2012	595.00
2004763	AMSAN OLYMPIC SUPPLY	03/30/2012	825.23
2004764	Anderson, Michael J	03/30/2012	21.47
2004765	APP ASSOCIATED PETROLEUM PROD	03/30/2012	18,965.86
2004766	APPLE COMPUTER INC	03/30/2012	400.00
2004767	ARAMARK UNIFORM SERVICES	03/30/2012	180.96
2004768	ASCD Assoc For Supervision &	03/30/2012	89.00
2004769	B & H PHOTO - VIDEO	03/30/2012	188.90
2004770	BAINBRIDGE DISPOSAL INC	03/30/2012	5,682.14
2004771	BAINBRIDGE ISLAND HISTORICAL M	03/30/2012	54.00
2004772	BAINBRIDGE RENTALS	03/30/2012	31.44
2004773	BAINBRIDGE COMMUNITY DEVELOPME	03/30/2012	750.00
2004774	BANK OF AMERICA	03/30/2012	108.15

check Nbr	Vendor Name	Check Date	Check Amount
2004775	BREMERTON SCHOOL DISTRICT	03/30/2012	775.56
2004776	Bruns, Janet Lynn	03/30/2012	68.51
2004777	BUILDERS HARDWARE & SUPPLY	03/30/2012	432.74
2004778	CAMERA TECHS INC	03/30/2012	1,344.66
2004779	CASCADE RECOVERY CENTER	03/30/2012	100.00
2004780	CASCADIA INTERNATIONAL LLC	03/30/2012	1,177.79
2004781	CENTURYLINK	03/30/2012	4,672.28
2004782	CENTURYLINK	03/30/2012	270.24
2004783	CHILD CHILDRENS INSTITUTE FOR	03/30/2012	7,520.00
2004784	CITY OF BAINBRIDGE ISLAND	03/30/2012	6,953.69
2004785	CLOVER PARK SCHOOL DISTRICT	03/30/2012	162.63
2004786	COASTWIDE LABORATORIES	03/30/2012	60.43
2004787	COMMERCIAL BRAKE & CLUTCH INC	03/30/2012	1,542.79
2004788	CONTENTI COMPANY	03/30/2012	381.94
2004789	CPR TRAINING CENTER INC	03/30/2012	1,150.00
2004790	CUMMINS NORTHWEST INC	03/30/2012	1,492.14
2004791	CUSTOM PRINTING COMPANY	03/30/2012	125.17
2004792	DAIRY FRESH FARMS	03/30/2012	4,579.14
2004793	DEPARTMENT OF ECOLOGY-WA STATE	03/30/2012	1,598.50
2004794	DINAH SATTERWHITE	03/30/2012	150.00
2004795	DRUG FREE BUSINESS	03/30/2012	46.00
2004796	DSC INC	03/30/2012	149.04
2004797	EAGLE HARBOR BOOK CO	03/30/2012	228.99
2004798	ENTOURAGE YEARBOOKS	03/30/2012	398.75
2004799	ES CONSTANT COMPANY	03/30/2012	917.67



check Nbr	Vendor Name	Check Date	Check Amount
2004800	EWING IRRIGATION PRODUCTS INC	03/30/2012	1,306.36
2004801	FERRELLGAS	03/30/2012	40,625.04
2004802	FOLLETT LIBRARY BOOK CO	03/30/2012	1,387.39
2004803	FOOD SERVICES OF AMERICA	03/30/2012	11,755.95
2004804	FRANZ FAMILY BAKERIES	03/30/2012	372.56
2004805	Fulgham, Christine H	03/30/2012	441.12
2004806	GE CAPITAL	03/30/2012	140.09
2004807	GLAZER'S CAMERA SUPPLY	03/30/2012	3,113.98
2004808	Goldsmith, Julie Anne	03/30/2012	200.22
2004809	GRAINGER	03/30/2012	4,532.95
2004810	Gray, Julie Kristine	03/30/2012	39.96
2004811	GUARDIAN SECURITY SYSTEMS INC	03/30/2012	1,794.00
2004812	Guy, Cynthia Jo	03/30/2012	122.44
2004813	Hamilton, Janice Marion	03/30/2012	39.92
2004814	Hammer, Kristin	03/30/2012	99.00
2004815	HAZELDON PUBLISHING	03/30/2012	668.98
2004816	HOLLY RIDGE CENTER	03/30/2012	4,098.15
2004817	Holsman, Linda S	03/30/2012	72.88
2004818	HOUGHTON MIFFLIN COMPANY	03/30/2012	427.97
2004819	IBM CORPORATION	03/30/2012	468.61
2004820	IDDINGS INC	03/30/2012	2,893.10
2004821	IKON FINANCIAL SERVICES	03/30/2012	187.25
2004822	INTERSTATE BATTERIES OF SEATTL	03/30/2012	111.58
2004823	JOHNSTONE SUPPLY	03/30/2012	329.68
2004824	KALMBACH PURBLISHING CO	03/30/2012	32.95

Check Nbr	Vendor Name	Check Date	Check Amount
2004825	KCDA	03/30/2012	7,999.75
2004826	KITSAP MENTAL HEALTH SERVICES	03/30/2012	7,500.00
2004827	KITSAP SUN	03/30/2012	46.88
2004828	Kobs, Mary-Beth Hannon	03/30/2012	64.93
2004829	Kozina, Wendy Lynn	03/30/2012	132.00
2004830	Laiche, Carol Elaine	03/30/2012	30.53
2004831	LEMAY MOBILE SHREDDING	03/30/2012	35.25
2004832	LINGUI SYSTEMS	03/30/2012	377.55
2004833	LRP PUBLICATIONS INC	03/30/2012	2,498.00
2004834	MAYDA & SONS MECHANICAL	03/30/2012	904.64
2004835	MCGUIRE BEARING COMPANY	03/30/2012	264.08
2004836	Medina, Karina Patino	03/30/2012	23.31
2004837	MICRO COMPUTER SYSTEMS	03/30/2012	670.88
2004838	MONOPRICE INC	03/30/2012	87.45
2004839	MY BINDING	03/30/2012	41.07
2004840	NCCE 2012 REGISTRATION	03/30/2012	6,685.00
2004841	NCS PEARSON INC	03/30/2012	148.24
2004842	NEEC NW ENERGY EFFICIENCY COUN	03/30/2012	305.00
2004843	Nelson, Kristin Elizabeth	03/30/2012	147.87
2004844	NEXTEL COMMUNICATIONS	03/30/2012	444.24
2004845	NOVUS AUTO GLASS REPAIR	03/30/2012	43.39
2004846	NW TEXTBOOK DEPOSITORY	03/30/2012	1,172.30
2004847	OESD 114 OLYMPIC ESD 114	03/30/2012	13,322.62
2004848	OFFICE DEPOT	03/30/2012	199.81
2004849	OLYMPIC SPRINGS INC	03/30/2012	270.71

check Nbr	Vendor Name	Check Date	Check Amount
2004850	OLYMPIC PRINTER RESOURCES INC	03/30/2012	390.96
2004851	ORIENTAL TRADING COMPANY	03/30/2012	136.48
2004852	OSPI OFFICE OF SUPERINTENDENT	03/30/2012	1,640.26
2004853	OTTO FREI	03/30/2012	570.25
2004854	Paige, Peggy J	03/30/2012	96.57
2004855	PAPER PRODUCTS ETC	03/30/2012	69.07
2004856	PART WORKS INC	03/30/2012	1,298.41
2004857	PETTY CASH/WMS/LAUREL WATSON	03/30/2012	45.49
2004858	PETTY CASH/TRANSPORTATION/C DO	03/30/2012	12.00
2004859	PHELPS TIRE CO	03/30/2012	1,906.11
2004860	PITNEY BOWES	03/30/2012	699.29
2004861	PLATT ELECTRIC	03/30/2012	819.69
2004862	PREMIER AGENDAS INC	03/30/2012	284.00
2004863	PRO-ED	03/30/2012	246.40
2004864	PUD NO 1 KITSAP COUNTY	03/30/2012	608.48
2004865	PUGET SOUND ENERGY	03/30/2012	60,956.42
2004866	PW ENTERPRISES GROUP INC	03/30/2012	2,245.05
2004867	Queen, Jill S. C.	03/30/2012	180.00
2004868	QUILL	03/30/2012	1,484.04
2004869	RADIO SHACK	03/30/2012	47.75
2004870	RAY PETERSON BULLDOZING	03/30/2012	49.96
2004871	RECOGNITION PLUS	03/30/2012	45.29
2004872	REFLECTIVE IMAGE SCHOOL BUS SI	03/30/2012	396.45
2004873	RIO GRANDE	03/30/2012	178.43
2004874	Rodgers, Jona L	03/30/2012	65.00

Check Nbr	Vendor Name	Check Date	Check Amount
2004875	SANTA FE JEWELERS SUPPLY	03/30/2012	64.10
2004876	SANTEE'S CEREAL	03/30/2012	600.00
2004877	SATELLITE MANUFACTURING COMPAN	03/30/2012	84.00
2004878	SCANTRON CORPORATINO	03/30/2012	153.25
2004879	SCHMIDTS APPLIANCE	03/30/2012	92.31
2004880	SCT SEATTLE CHILDRENS THEATER	03/30/2012	448.50
2004881	Sperber, Maynette M	03/30/2012	6.60
2004882	STAFFREHAB	03/30/2012	5,136.00
2004883	SUPER DUPER SCHOOL COMPANY	03/30/2012	97.50
2004884	SUQUAMISH MUSEUM	03/30/2012	186.00
2004885	TECHNIKS INC	03/30/2012	61.80
2004886	TED BROWN MUSIC CO	03/30/2012	744.76
2004887	THE HERITAGE INSTITUTE	03/30/2012	450.00
2004888	Thorpe, Mary Michelle	03/30/2012	81.01
2004889	TOWN & COUNTRY MARKET	03/30/2012	1,335.39
2004890	US BANCORP	03/30/2012	4,291.29
2004891	US BANK CORP PAYMENT SYSTEM	03/30/2012	3,768.91
2004892	VANDEBERG JOHNSON & GANDARA,L	03/30/2012	682.50
2004893	VERIZON WIRELESS	03/30/2012	134.50
2004894	VERNS ORGANIC TOPSIOL/BARK INC	03/30/2012	157.47
2004895	VICKY JO EDMONDS	03/30/2012	1,292.00
2004896	WA ST DPT REV-LEASEHOLD EXCISE	03/30/2012	25.68
2004897	WALTER E NELSON CO	03/30/2012	927.98
2004898	WAMOA WA ASSOC OF MAINTENANCE	03/30/2012	60.00
2004899	WARDS NATURAL SCI ESTAB INC	03/30/2012	112.03

Check Nbr	Vendor Name	Check Date	Check Amount
2004900	WASA WA SCHOOL ADMINISTRATORS	03/30/2012	1,000.00
2004901	WASHINGTON STATE DAIRY COUNCIL	03/30/2012	82.81
2004902	Weldy, Theresa Share	03/30/2012	66.21
2004903	WESTBAY AUTO PARTS	03/30/2012	121.26
2004904	Wilkey, Laurie Louise	03/30/2012	34.90
2004905	WITT COMPANY INC	03/30/2012	335.25
2004906	WMEA WASH MUSIC EDUCATORS ASS	03/30/2012	274.00
2004907	WOLTERS KLUWER LAW & BUSINESS	03/30/2012	407.26
2004908	WSDOT MARINE DIVISION/FERRIES	03/30/2012	3,201.50
2004909	WSIPC WASH SCHOOL INFO PROCES	03/30/2012	1,170.00
2004910	WSPA-WA SCHOOL PERSONNEL ASSN	03/30/2012	750.00
2004911	WSSAAA WA SECONDARY SCHOOL AT	03/30/2012	275.00
2004912	WURTH CALIFORNIA INC	03/30/2012	223.70
2004913	XEROX CORP	03/30/2012	132.49

156	Computer	Check(s) For a Total of	290,727.28
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Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of March 29, 2012, the board, by a \_\_\_\_\_ vote, does approve for payment those checks (warrants) included in the following list and further described as follows: CP A/P Warrants  
Check Number 4312 through 4318  
in the total amount of \$1,185,591.69.

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
4312	CITY TRACTOR CO	03/30/2012	880.54
4313	OLYMPIC SPRINGS INC	03/30/2012	33.31
4314	SAFEWAY	03/30/2012	59.44
4315	SOUND REPROGRAPHICS INC	03/30/2012	42.53
4316	SPEE WEST CONSTRUCTION CO	03/30/2012	1,177,440.11
4317	WASHINGTON AUTO CARRIAGE	03/30/2012	5,542.61
4318	WETHERHOLT AND ASSOCIATES INC	03/30/2012	1,593.15

7	Computer	Check(s) For a Total of	1,185,591.69
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Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of March 29, 2012, the board, by a \_\_\_\_\_ vote, does approve for payment those checks (warrants) included in the following list and further described as follows: ASB A/P Warrants  
Check Number 4000599 through 4000600  
in the total amount of \$636.37.

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
4000599	SAFEWAY	03/30/2012	419.41
4000600	THATS A SOME PIZZA	03/30/2012	216.96

2	Computer	Check(s) For a Total of	636.37
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Check Nbr	Vendor Name	Check Date	Check Amount
4000591	SAFEWAY	03/30/2012	636.37
1	Void	Check(s) For a Total of	636.37



0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
2	Computer	Checks For a Total of	636.37
Total For 2	Manual, Wire Tran, ACH & Computer	Checks	636.37
Less 1	Voided	Checks For a Total of	636.37
	Net Amount		0.00

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of March 29, 2012, the board, by a \_\_\_\_\_ vote, does approve for payment those checks (warrants) included in the following list and further described as follows: ASB A/P Warrants  
Check Number 4000569 through 4000598  
in the total amount of \$48,248.59.

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
4000569	ADVANTAGE SPORT SUPPLY	03/30/2012	478.70
4000570	AMERICAN PUBLISHERS	03/30/2012	7,304.00
4000571	ANNIE WRIGHT SCHOOL	03/30/2012	50.00
4000572	BAINBRIDGE ISLAND SD #303	03/30/2012	19,755.90
4000573	BAINBRIDGE HIGH SCHOOL ASB	03/30/2012	1,856.94
4000574	BAINBRIDGE TECHNOLOGY SOLUTION	03/30/2012	1,984.99
4000575	BAY HAY & FEED INC	03/30/2012	69.11
4000576	BEST WESTERN WESLEY INN OF GIG	03/30/2012	681.05
4000577	CLARION HOTEL	03/30/2012	714.84
4000578	COMFORT INN	03/30/2012	883.68
4000579	DESIGNS BY KING	03/30/2012	1,011.00
4000580	EUROSPORT	03/30/2012	428.50
4000581	IGNITE CONSULTING LLC	03/30/2012	1,000.00
4000582	LIDS TEAM SPORTS	03/30/2012	1,667.78
4000583	M & N INTERNATIONAL	03/30/2012	459.54
4000584	MUSIC THEATER INTERNATIONAL	03/30/2012	2,550.00
4000585	PENINSULA WRESTLING OFFICIALS	03/30/2012	1,533.38

Check Nbr	Vendor Name	Check Date	Check Amount
4000586	PENINSULA REGION FBLA	03/30/2012	950.00
4000587	POOLSIDE NEWS	03/30/2012	850.00
4000588	PRO-BUILD	03/30/2012	694.06
4000589	QUESTIONS UNLIMITED	03/30/2012	120.00
4000590	RIC HANSEN ENTERTAINMENT INC	03/30/2012	495.00
4000591	SAFEWAY	03/30/2012	636.37
4000592	SEA KING DISTRICT 2	03/30/2012	14.00
4000593	SOUND PUBLISHING	03/30/2012	1,070.28
4000594	SOUND REPROGRAPHICS INC	03/30/2012	232.63
4000595	SPARTAIN GIRLS' SOCCER BOOSTER	03/30/2012	400.00
4000596	THATS A SOME PIZZA	03/30/2012	181.33
4000597	WESTSIDE PIZZA	03/30/2012	115.51
4000598	WOODWARD MIDDLE SCHOOL GF	03/30/2012	60.00
30	Computer	Check(s) For a Total of	48,248.59

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
30	Computer	Checks For a Total of	48,248.59
Total For 30	Manual, Wire Tran, ACH & Computer Checks		48,248.59
Less 0	Voided	Checks For a Total of	0.00
	Net Amount		48,248.59