

BAINBRIDGE ISLAND SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA

Date: June 27, 2013
Time: 5:30 PM
Place: Board Room – Commodore Campus

Board of Directors

President – Mike Spence
Vice-President – Mary Curtis
Director – Tim Kinkead, Patty Fielding, Mev Hoberg

| | |
|---------------------------------------|------|
| <u>Call to Order</u> | (5) |
| <u>Public Comment</u> | (5) |
| <u>Superintendent's Report</u> | (10) |
| <u>Board Reports</u> | (10) |

Presentations

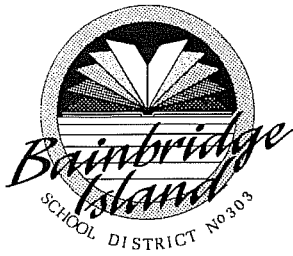
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|---|------|
| A. Multicultural Advisory Committee Report <i>Action: Information Only</i> | (10) |
| B. Bainbridge High School & Woodward Middle School Student Fees Recommendations for 2013-2014 <i>Action: Board Approval</i> | (10) |
| C. Federal & State Grants Applications <i>Action: Board Approval</i> | (10) |
| D. Monthly Technology Report & Levy Planning <i>Action: Information Only</i> | (30) |
| E. Monthly Capital Projects Report <i>Action: Information Only</i> | (10) |
| F. Monthly Financial Report <i>Action: Information Only</i> | (10) |
| G. 2013-2014 State and District Budget Update <i>Action: Information Only</i> | (15) |
| H. Procedure 3231: Student Records (revised) <i>Action: Information Only</i> | (10) |

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| <u>Personnel Actions</u> | (5) |
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| <u>Consent Agenda</u> | (5) |
|------------------------------|-----|

Projected Adjournment 7:30 PM

Possible Executive Session



Curriculum & Instruction

8489 Madison Avenue NE Bainbridge Island, Washington 98110-2999 (206) 780-1067 Fax (206) 780-1089

TO: Faith Chapel, Superintendent

FM: Julie Goldsmith, Associate Superintendent

RE: Multicultural Advisory Council, Annual Report

Date: June 20, 2013

The Multicultural Advisory Council (MAC) was established in the early 70's. One of the Council's responsibilities is to prepare an annual report for the Board of Directors. At the June 27th Board of Directors meeting members of the MAC will present an overview of the report.

Additional responsibilities of the MAC include:

1. Assist the district's staff, students, and school board in developing, maintaining, and assessing a comprehensive K-12 multicultural education program. Encourage ongoing district-wide infusion of specific curriculum that addresses issues of culture, national origin, race, religion, gender, ethnicity, and sexual orientation.
2. Advocate for a safe and supportive school environment, free of harassment for all members of the school community.
3. Promote effective cross-cultural communication and understanding in the schools and the community.
4. Advise the Board regarding school district efforts to develop closer relationships between the district and the Island's diverse communities.
5. Assist district staff, students, and the Board in communicating with parents and the community regarding current multicultural education practices and policies.
6. Assist the district in the identification of the opportunities and challenges faced by students and encouraging students, parents, and schools to work together in addressing these opportunities and challenges.
7. Sponsor workshops, events, and activities, and identify resources designed to celebrate and promote diversity and increase multicultural awareness and understanding among

school district staff, the Advisory Council, and the community at large. The activities being sponsored should meet one or more of the following criteria:

- (a) Support student, school and/or community efforts;
 - (b) Educational or cultural activity;
 - (c) Content focus on prejudice reduction, equity/harassment issues, and/or conflict resolution.
8. Encourage and support multicultural education staff development opportunities for all Bainbridge Island School District staff members.
 9. Provide guidance to the Board regarding equitable practices and policies.
 10. Encourage the hiring of a diverse and multi-ethnic certified and classified staff.
 11. Prepare an annual report to the School Board.

Background Information:

MAC has been very active in their 30+ years of history. A highlight of accomplishments includes:

1974: Created *They Cast a Long Shadow*, history of Bainbridge Island book. The current balance of these proceeds is \$1700.

1998 – Creation of mission statement

Mission: To create an inclusive environment where ALL students, teachers, non-certificated personnel, parents and administrators feel safe, secure and understood – truly valued as unique individuals. In this environment each can be free to learn while interacting caringly and positively with the commonalities and differences present in our diverse school community.

This will help our students to freely embrace diversity and differences as desirable traits and a strength and uniqueness of our Country, as they confidently become contributing members and leaders in our increasingly diverse society locally, nationally and globally.

Drafted by: Lorraine Brave, Frank Kitamoto

Council Approved: May 19, 1998

1999: The premiere movie screening and benefit celebration of "Snow Falling on Cedars." Proceeds were dedicated to multicultural activities on the island. Beneficiaries were: Bainbridge Island Historical Society, Bainbridge Island School District Multicultural Advisory Council, Bainbridge Performing Arts, and Bainbridge Public Library. Balance of proceeds today is \$6500.

1999: Advocated for expansion of the Title IX Indian Education Program. Currently have Title IX grant that funds our Indian Education Coordinator, Christina Peato.

2002: Seeds of Understanding Grow A Community, A benefit providing multicultural scholarships for Bainbridge Island School District teachers. "Within the Silence" theatre performance by Living Voices. The story of the imprisonment of Japanese Americans during World War II told through the experience of teenager Emiko Yamada.

2005: Sponsored Dr. Geneva Gay's workshop, *Integrating Multicultural Education into K-12 Curriculum*. Educators attending the three hour workshop were inspired and motivated by Dr. Gay's passion for multicultural education and depth and breadth of knowledge.

2009: Created a Critical Response template for schools to provide procedures for dealing with issues regarding bias, harassment or hate incidents.

2011: Initiated a *Lunch Buddy* mentoring program at Ordway Elementary. This program pairs community members with elementary students who would benefit from an encouraging adult in their lives.

2011: Sponsoring a professional development event for all interested staff on Government to Government Relations with Native Americans, a curriculum on sovereignty.

2012 –Established Website for MAC and re-established Teacher Grants to support multicultural education.

Annual Report of Accomplishments in 2012-13

1. Renewed a Focus on the Achievement/Opportunity Gap
 - Subcommittee worked to gather data and share with MAC. Special acknowledgment to Silvia Torres and Lynn Erickson for leading this project. Specific concern for the achievement of students from low socio-economic backgrounds was identified as a top issue
 - Worked with district to gain a better understanding of the issues and how the district is addressing those issues
 - Examined the depth and scope of the gap in relationship to gender, ethnicity and socio-economic status
2. Established a strong partnership with the BISD Board of Directors
3. \$1500 Teacher Grants to support Multicultural Education
4. Continued Support of established programs:
 - Lunch Buddies at Ordway
 - Martin Luther King Assembly at Bainbridge High School
 - Student transportation to Kitsap Human Rights Conference and Spring Youth Rally
 - Culture Fair for 8th grade students at Woodward Middle School

5. Outreach to community and schools
 - Support of parent concerns as they arise
6. Support of Lead Teachers and Schools

Focus for 2013-14

1. Achievement/Opportunity GAP – *Understand how schools are addressing the issue in relationship to:*
 - *Gender*
 - *Socio-Economic*
 - *Ethnicity*
2. Outreach to Principals & Lead Teachers – *Determine how MAC can support school efforts*
3. Continued Outreach to Community -*Develop closer relationships between the district and the Island's diverse communities*

Board Action:

Information only, no action required.

June 13, 2013

To: Faith Chapel
From: Brent Peterson 
RE: **Bainbridge High School Student Fees Recommendations for 2013-14 School Year**

The following summary of current and proposed BHS student fees is provided as input to the development of the 2013-14 school district budgets. In reviewing the program and budget plans for next year with Jake Haley, we do not recommend an increase in any fees for the 2013-14 school year. I recommend School Board approval of the fees as presented in this document.

Individual Course Fees – The following information summarizes current and proposed fees for specific BHS course offerings. These fees are established based on an estimate of costs associated with specific materials and resources that are necessary to fully implement the identified course. Students are charged fees for courses when the student has the opportunity to keep the product created during the course and/or in situations when supplemental resources/experiences are made available to the individual student.

| Course | 2012-13 Fee | Proposed 2013-14 Fee |
|------------------------|---------------------|----------------------------------|
| Drawing I | \$25.00 | \$25.00 |
| Drawing II | \$25.00 | \$25.00 |
| Design I | \$25.00 | \$25.00 |
| Design II | \$25.00 | \$25.00 |
| Ceramics | \$21.00 | \$21.00 |
| Sculpture (all levels) | \$25.00 | \$25.00 |
| Jewelry (all levels) | \$40.00 plus silver | \$40.00 plus cost of silver |
| Painting I | \$25.00 | \$25.00 |
| Painting II | \$30.00 | \$30.00 |
| Printmaking | \$25.00 | \$25.00 |
| AP Studio Art | \$25.00 | \$25.00 plus AP test fee |
| Photo (all levels) | \$75.00 | \$75.00 |
| Biology | \$15/semester | \$20/semester |
| AP Biology | \$15 | \$15.00 plus AP test fee |
| Forensic Science | \$30.00 | \$30.00 |
| Marine Science | \$30.00 | \$30.00 |
| AP Physics | \$30.00 | \$30.00 plus AP test fee |
| French (workbook) | \$8.70 | TBD |
| Spanish (workbook) | \$1.70 | TBD |
| Japanese (workbook) | \$15.00 | TBD |
| Water Safety | \$110.00 | \$110.00 (Paid to Park District) |
| Band Uniform Fee | \$25.00 | \$25.00 |
| Band Instrument Fee | \$75.00 | \$75.00 |
| AP Exam Fee | \$94.00 | \$94.00 (estimate) |

General Student Fees – There are modest individual club fees that “come and go” via the Associated Student Body (ASB) budget development process. Any of these fees must be developed and approved by the students. In addition, the students establish a general ASB Card fee on an annual basis. The current ASB card fee is \$45.00. It is anticipated that this fee will remain at \$45.00 for next year. The revenue generated by the ASB card is a major funding source for student activities and is the source of the ASB contribution to the student athletics program budget.

There are two general student fees that are established/approved by the School Board. They are:

| <u>Fee</u> | <u>2012-13 Fee</u> | <u>Proposed 2013-14 Fee</u> |
|--------------------------|---------------------------|------------------------------------|
| Sports Participation Fee | \$250.00 | \$250.00 |
| Student Parking Pass | \$240.00 | \$240.00 |

To: Faith Chapel, BISD School Board
 From: Mike Florian
 Date: June 19, 2013
 RE: Woodward Middle School Fees for 2013-2014

I am writing to inform you of the proposed student fees for the 2013-2014 school year at Woodward. I recommend that the School Board approve the fees presented below.

| | 2012-2013 | 2013-2014 |
|-------------------------------|-----------|-----------|
| ASB FEES | | |
| 1 ASB CARD | \$20.00 | \$20.00 |
| 2 ASB CARD REPLACEMENT | \$3.00 | \$3.00 |
| 3 PLANNER | \$9.00 | \$9.00 |
| 4 YEARBOOK | \$20.00 | \$20.00 |
| 5 YEARBOOK (late purchase) | \$22.00 | \$22.00 |
| CLASS FEES (required) | | |
| 6 ART CLASS SUPPLIES | \$20.00 | \$20.00 |
| 7 BAND CLASS T-SHIRT | \$20.00 | \$20.00 |
| 8 FRENCH WORKBOOK | \$13.00 | \$13.00 |
| 9 HFL CLASS SUPPLIES | \$20.00 | \$20.00 |
| 10 SPANISH WORKBOOK - 7th g. | \$3.00 | \$3.00 |
| 11 SPANISH WORKBOOK - 8th g. | \$2.00 | \$2.00 |
| 12 TECH ED CLASS SUPPLIES | \$20.00 | \$20.00 |
| 13 PE (Independent Study) | \$50.00 | \$50.00 |
| 14 FIELD TRIPS-BAND (contest) | various | various |
| 15 FIELD TRIPS-7TH GRADE | \$11.00 | \$20.00 |
| 16 FIELD TRIPS-8TH GRADE | \$25.00 | \$25.00 |
| SPORTS | | |
| 17 SPORTS PARTICIPATION FEES | \$150.00 | \$150.00 |
| MISC. | | |
| 18 ART CLUB (glass club only) | \$15.00 | \$15.00 |
| 19 BAND RENTAL (REPAIRS) | \$100.00 | \$100.00 |
| 20 BUILDER'S CLUB T-shirts | \$11.00 | \$11.00 |
| 21 WOODWORKING CLUB | \$75.00 | \$75.00 |



Instructional Support Services

8489 Madison Avenue NE

Bainbridge Island, Washington 98110-2999

(206) 842-2907

Fax (206) 780-1089

TO: Faith Chapel, Superintendent

FROM: Bill Mosiman, Ex Dir. Instructional Support Services

DATE: June 21, 2013

RE: Request Approval of Highly Capable Grant and other Grant Information

I am submitting to you a summary table regarding the grant activities this department manages for school years 2012/13 and 2013/14. The highly capable and transitional bilingual grants require board approval, however, as the state hasn't completed the state budget, actual amounts are unknown so approval can't be done at this time. Once the budget is completed and we have those amounts I will bring this forward for approval. Data for the other grants is provided for your information.

| Name | Source | Purpose | 2012-13 Amount | 2013-14 Amount |
|-------------------------|---------|---|----------------|----------------|
| IDEA-B 611 | Federal | Special education grades K thru age 21. Certificated special education staff including occupational/physical therapists, school psychologists, speech language pathologists, administrative and support staff, staff development, curriculum and equipment. | \$697,467 | \$652,172 |
| IDEA-B 619 | Federal | Special Education preschool services ages 3 through 5. | \$26,222 | \$26,281 |
| Title 1 | Federal | Elementary, intermediate and middle school remedial reading and math teachers. | \$207,921 | \$199,188 |
| LAP | State | | \$80,008 | # |
| Highly Capable* | State | Student testing and identification, staff training, building coordinator stipends, and building and district allocations for staff/parent development and planning. | \$35,980 | # |
| Transitional Bilingual* | State | 0.6 FTE ELL Teacher | \$24,177 | # |

*Requires Board approval

Unknown until the State passes a budget



Curriculum & Instruction

848g Madison Avenue NE Bainbridge Island, Washington 98110-2999 (206) 780-1067 Fax (206) 780-1089

TO: Faith Chapel, Superintendent

FM: Julie Goldsmith, Associate Superintendent

RE: STATE AND FEDERAL GRANT APPLICATIONS

The following grant does not require School Board approval, however information has been provided to the Board on an annual basis:

Title II Part A Teacher and Principal Quality Grant:

Board members will recall that the Title II Part A Teacher and Principal Quality federal grant is actually a combination of several former grants that have been merged into one grant. This year's allocation of \$86,604 is less than previous years. Four years ago our allocation was \$101,472, while last year it was \$91,426. Some of the decrease is due to our enrollment, but the funding formula has also been reduced at the Federal level.

The Title II grant is used for professional development activities related to improving teacher and principal quality. Activities include support for helping teachers to become highly qualified or attaining professional certification; providing teacher training to enhance student learning in language arts, mathematics, science, social studies and other academic courses; and training for principals in school climate and instructional leadership.

Board Action:

Information only, no action required.

BOARD OF DIRECTORS
Patty Fielding
Mary Curtis
Mike Spence
Tim Kinkad
Mev Hoberg



SUPERINTENDENT
Faith A. Chapel

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

To: Faith Chapel, Superintendent
From: Randi Ivancich, Director of Instructional Technology & Assessment
Date: June 27, 2013
Re: Technology Projects and Levy Monthly Report

*Technology...
fosters a passion for learning;
delivers challenging & meaningful curriculum;
develops & supports the skills necessary for career, college and life.*

Technology Levy Budget Summary

This summary provides information on the encumbrances to date applied to the 2010 Technology Levy budget for the 2012/2013 school year.

| | | |
|---|------------|--------------------|
| FY 2012/2013 Technology Levy Budget | | \$1,940,044 |
| Encumbered Purchase Orders | \$ 566,153 | |
| Expenditures to Date | \$ 846,197 | |
| Total Encumbrances to Date | | <u>\$1,412,350</u> |
| FY 2012/2013 Technology Levy Budget Balance | | \$ 435,219 |

Learning and Teaching

Our Moodle learning management system has been upgraded to version 2.5. This upgrade provides new features such as exam import and export options greatly anticipated by our Moodle users.

Blakely Elementary, Ordway Elementary, Odyssey Multi-age and Bainbridge High School are in the process of placing orders for their student computing devices for general classroom use. Some schools are allotting a small portion of their funds towards new computing devices such as Chromebooks. Current purchases include traditional desktops, traditional laptops, iPads and Chromebooks.

Due to enrollment, staffing and classroom changes, we are currently reassessing presentation station equipment needs including interactive whiteboards. Changes in room assignments often necessitate relocation or installation of presentation equipment to meet enrollment needs.

Infrastructure and Staffing

Network staff are continuing with scheduled server hardware and software replacements as well as replacing the main battery back-up system at the main distribution frame (MDF) for the district. The wireless system will also be expanded to include anticipated wireless access needs for Bring Your Own Device and increased mobile computing devices throughout the district.

Communications & Productivity

We are renewing annual subscriptions for the library management system, online resources and databases.

Proposal for Future School Board Presentations related to Technology Project Planning

| | |
|-----------------|---|
| June 27, 2013 | Revised draft of Technology Options 2015-2017 Summary Technology Options A-E with funding scenarios for discussion purposes State legislative action and budget decisions will likely influence technology funding scenarios. |
| July 25, 2013 | Revised Technology Options documents pending WA State legislative action to establish a state budget and rule upon educational funding measures. |
| August 29, 2013 | Final versions of Technology Planning documents. |

2010 TECHNOLOGY LEVY
2012-13 District Fiscal Year Summary

| | ESTIMATED BUDGET | ENCUMBERED TO DATE (TOTAL AMT) | EXPENDITURES TO DATE | ENCUMBERED PO BALANCE | LEVY BUDGET BALANCE |
|--|-----------------------------|---|---------------------------------|----------------------------------|--------------------------------|
| LEARNING: | | | | | |
| Engage and Empower | 654,025 | | | | 159,222 |
| Hardware | 584,025 | 445,092 | 303,346 | 141,746 | 138,933 |
| Software | 70,000 | 49,711 | 49,632 | 79 | 20,289 |
| Professional Development | 0 | 0 | 0 | 0 | 0 |
| <i>Sub-total LEARNING</i> | | 494,803 | 352,978 | 141,824 | |
| TEACHING: | | | | | |
| Prepare and Connect | 265,311 | | | | 160,440 |
| Hardware | 139,950 | 33,748 | 13,694 | 20,055 | 106,202 |
| Software | 0 | 0 | 0 | 0 | 0 |
| Professional Development | 125,361 | 71,123 | 45,823 | 25,300 | 54,238 |
| <i>Sub-total TEACHING</i> | | 104,871 | 59,517 | 45,354 | |
| ASSESSMENT: | | | | | |
| Measure What Matters | 67,500 | | | | 7,185 |
| Hardware | 0 | 3,537 | 3,537 | 0 | (3,537) |
| Software | 48,500 | 51,810 | 51,810 | 0 | (3,310) |
| Professional Development | 19,000 | 4,969 | 4,121 | 847 | 14,032 |
| <i>Sub-total ASSESSMENT</i> | | 60,315 | 59,467 | 847 | |
| INFRASTRUCTURE: | | | | | |
| Access and Enable | 359,400 | | | | 76,683 |
| Hardware | 317,500 | 273,436 | 130,259 | 143,177 | 44,064 |
| Software | 33,100 | 9,281 | 9,094 | 187 | 23,819 |
| Professional Development | 8,800 | 0 | 0 | 0 | 8,800 |
| <i>Sub-total INFRASTRUCTURE</i> | | 282,717 | 139,353 | 143,364 | |
| COMMUNICATIONS + PRODUCTIVITY | 247,880 | | | | 17,378 |
| Hardware | 101,250 | 117,485 | 65,023 | 52,462 | (16,235) |
| Software | 95,890 | 92,649 | 80,817 | 11,832 | 3,241 |
| Professional Development | 50,740 | 20,367 | 4,730 | 15,637 | 30,373 |
| <i>Sub-total COMM. + PROD.</i> | | 230,502 | 150,570 | 79,932 | |
| Technical Support | 253,453 | 239,143 | 84,311 | 154,832 | 14,310 |
| <i>Sub-total Technical Support</i> | | 239,143 | 84,311 | 154,832 | |
| = Total | \$ 1,847,569 | \$1,412,350 | \$846,197 | \$566,153 | \$435,219 |



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

To: Faith Chapel, Superintendent
From: Randi Ivancich, Director of Instructional Technology & Assessment
Date: June 27, 2013
Re: Technology Planning: Assured Access to Information and Learning Resources

*Technology...
fosters a passion for learning;
delivers challenging & meaningful curriculum;
develops & supports the skills necessary for career, college & life.*

Considerations for Next Technology Levy Proposal

The School District Capital Projects Technology Levy Comparisons chart has been revised to include one additional column on the right-side for levy funding per student full-time equivalent (FTE) enrollment. This allows for a clearer comparison of technology levy spending per student and the trends from one district to another over time.

Technology Options 2015-2017 Summary

This 2-page document includes levels for technology projects by presenting five options. Each option builds upon the options in the previous columns to the left.

Option A presents technology that will need to be funded from other sources including general fund if the district does not run a technology levy to 2014.

Option B reincorporates the technology purchased from the two most recent bond measures, adds funding for the replacement of the telephone and voicemail systems while attempting to maintain current levels of technology in the district. Some current technology may be in place for longer than is recommended by educational technology standards to accommodate the cost of the telephone and voicemail systems.

Options C – E present technology projects that will further the district's mission and vision by improving or expanding our technology.

Accompanying the two-page Options Summary is a chart that presents funding estimates for each of the five options. The estimates are subject to change based on several factors related to district funding information from the federal and state governments including Washington State legislative action on K-12 education measures and establishing a state budget. The estimates are presented to facilitate discussion of possible scenarios for funding technology projects that are determined to be priorities for the district. With School Board discussion, it will be helpful to learn if we can eliminate one or two of the options and focus our attention on fewer than five options.

As details become available about the federal and state budgets and their impact on our district, these documents will be revised to reflect more accurate estimates for our technology needs and priorities.

Documents for July 25, 2013 School Board meeting to include:

- Revised technology options and technology budget documents pending state legislative action on the Washington state budget and education funding measures.
- Options for measuring success of technology levy projects.

School District Capital Projects Technology Levy Comparisons

| School District | 2011-12 Student Enrollment | Levy Date | Duration | Total Levy Amount | Per \$1,000 AV | Levy Funding per Student FTE |
|-------------------|----------------------------------|-----------|----------|----------------------|-------------------|--|
| Bainbridge | 3,838 | Mar 2006 | 4 years | \$ 6,100,000 | .28-.31 | \$ 397 |
| | | Nov 2010 | 4 years | \$ 5,275,000 | .16-.26 | \$ 344 |
| Mercer Island | 4,280 | Mar 2004 | 4 years | \$ 4,790,000 | .19-.20 | \$ 280 |
| | | Mar 2008 | 4 years | \$ 9,994,000 | .26-.40 | \$ 584 |
| | | Feb 2010 | 6 years | \$24,504,000 | .27-.52 | \$ 954 |
| Snoqualmie Valley | 6,231 | Feb 2006 | 4 years | \$ 4,000,000 | .16-.20 | \$ 160 |
| | | Feb 2010 | 4 years | \$ 9,900,000 | .37-.40 | \$ 397 |
| Issaquah | 17,804 | Feb 2006 | 4 years | \$21,850,000 | .29-.39 | \$ 307 |
| | | Feb 2010 | 4 years | \$32,924,000 | .46-.50 | \$ 462 |
| Bellevue | 18,481 | Feb 2002 | 5 years | \$28,000,000 | .04-.45 | \$ 303 |
| | | Feb 2006 | 5 years | \$51,000,000 | .10-.47 | \$ 552 |
| | | Feb 2010 | 5 years | \$74,000,000 | .18-.41 | \$ 801 |
| Lake Washington | 24,756 | Feb 2006 | 4 years | \$64,700,000 | .52-.53 | \$ 653 |
| | | Feb 2010 | 4 years | \$83,000,000 | .49-.58 | \$ 838 |

Sources include:

Clark County Board of Elections

King County Board of Elections

OSPI Report Card

*OSPI School Apportionment and Financial
Services*

Bainbridge Island School District #303

Technology Options 2015-2017

| | Option A No levy funds | Option B | Option C All of Option B plus: | Option D All of Option C plus: | Option E All of Option D plus: |
|---|---|---|---|---|---|
| Focus Area 1: Learning – Engage and Empower | <ul style="list-style-type: none"> Existing levels of hardware and software used by students would decrease as failure rates increase over time. Unexpected hardware failures will likely interrupt student learning. Student computers and other technology located in labs, libraries, and classrooms, including science, math and CTE, will be repaired when possible. As equipment fails, it would be removed and not replaced. No renewals of annual subscriptions for library and information systems, databases, and electronic content resources. No increase of or replacement for current wireless system. | <ul style="list-style-type: none"> Reincorporate technology into replacement schedules originally purchased by the 2005 and 2009 bond measures, as part of new construction. Re-instate educational industry standards for hardware replacement cycles. Maintain current levels of subscriptions to support library and information systems, databases and electronic content resources. Maintain current levels of hardware and software support in computer labs, libraries and science classrooms. Maintain current provision for computers for 1 of 7 CTE classrooms. Identify range of acceptable computing devices to match level of computing need to type of device. This may improve student to device ratios in some areas. Maintain current student to device ratio of 4:1 district-wide, equivalent of 2-3 devices per classroom. Limited direct support for personalized learning options through technology for students. | <ul style="list-style-type: none"> Improve information management, databases, and research options. Provide computers for 3 of 7 CTE classrooms. Improve student to device ratios to provide 4:1, 3:1 or 2:1 in-class ratio based on student, grade band or department/subject curriculum and assessment needs. Increase opportunities for classrooms to have a 1:1 device ratio on a check-out, as-needed basis. Provide one mobile lab of at least 30 computing devices per school; devices matched to meet student, curriculum and assessment needs. Create limited option for students to check-out computing devices based on district-identified need. Direct support for personalized learning options through technology for students. | <ul style="list-style-type: none"> Provide 1:1 student to device ratio in libraries at gr. 6-12; maintain 2:1 in libraries at gr. K-5. Provide computers for 4 of 7 CTE classrooms; devices matched to meet curriculum/student needs. Improve student to device ratios to a 3:1, 2:1, or 1:1 in-class ratio based on student, grade band or department/subject curriculum and assessment needs. Create option for students in grades 7-12; computing devices, limited option available for students in grades K-6 based on district-identified need. Expand personalized learning options through technology for students. | <ul style="list-style-type: none"> Develop 1:1 student to computing device ratio in libraries. Fully fund computers for 7 of 7 CTE classrooms; hardware matched to meet curriculum/student needs. Create 1:1 student to computing device option in grades 7-12; create 3:1 and 2:1 option in grades K-6 based on student, grade band or department/subject curriculum and assessment needs. Provide two portable or fixed labs with minimum of 30 computing devices per school to meet student, curriculum, and assessment needs. Create option for students to check out computing devices. Develop personalized learning options through technology for students. |
| Focus Area 2: Teaching – Prepare and Connect | <ul style="list-style-type: none"> No replacement for current classroom presentation stations. Equipment would be removed as it failed. Certificated staff would lose the current one day of training in technology. No participation in additional conferences, committee work or special focus areas. | <ul style="list-style-type: none"> Replace/update current classroom presentation stations (equivalent of projector, interactive whiteboard, document camera) to provide a cost-effective solution based on grade band or subject/department need. Maintain one-day of training in technology for certificated staff. Replace teaching staff computers on the current 5-year schedule. | <ul style="list-style-type: none"> Add voice enhancements systems in all "whole class" classrooms as part of presentation stations. Investigate option to provide a dedicated computer to run presentation stations with a less expensive portable option for teaching staff. Participate in regional technology conferences. | <ul style="list-style-type: none"> Provide presentation option for one group instructional space per school. Participate in regional technology conferences with staff training presentation following conference(s). | <ul style="list-style-type: none"> Devise presentation option for large group areas: gyms, music rooms, etc. as appropriate to facility use and physical parameters. Participate in regional and national technology conferences with staff training presentation following conferences. |

Bainbridge Island School District #303

Technology Options 2015-2017

| | Option A No levy funds | Option B | Option C All of Option B plus: | Option D All of Option C plus: | Option E All of Option D plus: |
|--|--|---|---|---|--|
| Focus Area 3: Assessment – Measure What Matters | <ul style="list-style-type: none"> No funding for formative (during the year) district-wide assessments. No funding for data dashboard to manage demographic and assessment information. No funding to increase teaching staff knowledge of data analysis to improve student learning. Fewer computing devices added to assessment pool for required state and federal online testing. | <ul style="list-style-type: none"> Maintain a district-wide formative assessment system. Maintain data dashboard. Maintain at least one testing lab at each school with reclaimed, "old" computers from classrooms and teachers. Provide training for lead teachers in data analysis. | <ul style="list-style-type: none"> Expand training in data analysis and information management. | <ul style="list-style-type: none"> Provide student response system software and/or hardware based on grade band and department/subject area needs. | <ul style="list-style-type: none"> Add module for parents/families to access data dashboard information for their student(s). |
| Focus Area 4: Infrastructure & Network Systems | <ul style="list-style-type: none"> Infrastructure and network systems required for district operations provided by general fund. | <ul style="list-style-type: none"> Upgrade infrastructure to handle increased student and staff services and demands. Increase licensing to support Disaster Recovery systems. | <ul style="list-style-type: none"> Expand network systems to support anticipated increased use of devices by all students and staff. | <ul style="list-style-type: none"> Expand high density network access to include areas outside the classroom like stadiums and fields. Upgrade wiring to connect classroom projectors to the network. | |
| Focus Area 5: Communications & Productivity | <ul style="list-style-type: none"> Required hardware and software system expenses shift to general fund. Hardware such as computers, printers, and copiers would be in place to point of failure; replacement costs would shift to general fund. | <ul style="list-style-type: none"> Replace telephone and voicemail systems in 2014/2105. Begin replacement of printers in the schools. Maintain funding for notification systems, website, and productivity office suites. Replace district and school support staff computers. Maintain current levels of training for support staff. | <ul style="list-style-type: none"> Upgrade notification systems, website and productivity office suites to meet student learning needs, stay current with industry technologies and standards. Increase training for support staff to maximize use of district-adopted systems. Support for transportation systems | <ul style="list-style-type: none"> Increase options, BISD community awareness, and training to increase electronically-based communications. | <ul style="list-style-type: none"> Expand notification system(s) |

Capital Projects Technology Options 2015-2017 Funding Scenarios

As of 6/20/2013, the Washington State Legislature has not established a state budget. Legislative decisions will likely impact decisions related to district funding and estimates in this chart. This information is for discussion purposes only.

| | Current Levy | Option B | Option C | Option D | Option E |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|
| Total Levy Collection | \$ 5,275,000.00 | \$ 4,575,000.00 | \$ 5,975,000.00 | \$ 6,100,000.00 | \$ 6,600,000.00 |
| Average Yearly Collection | \$ 1,318,750.00 | \$ 1,525,000.00 | \$ 1,991,666.67 | \$ 2,033,333.33 | \$ 2,200,000.00 |
| Focus Area 1 (33%) | \$ 1,740,750.00 | \$ 1,509,750.00 | \$ 1,971,750.00 | \$ 2,013,000.00 | \$ 2,178,000.00 |
| Focus Area 2 (17%) | \$ 896,750.00 | \$ 777,750.00 | \$ 1,015,750.00 | \$ 1,037,000.00 | \$ 1,122,000.00 |
| Focus Area 3 (5%) | \$ 263,750.00 | \$ 228,750.00 | \$ 298,750.00 | \$ 305,000.00 | \$ 330,000.00 |
| Focus Area 4 (32%) | \$ 1,688,000.00 | \$ 1,464,000.00 | \$ 1,912,000.00 | \$ 1,952,000.00 | \$ 2,112,000.00 |
| Focus Area 5 (13%) | \$ 685,750.00 | \$ 594,750.00 | \$ 776,750.00 | \$ 793,000.00 | \$ 858,000.00 |
| Collection Per Student (FTE) Per Year | \$ 344 | \$ 397 | \$ 519 | \$ 530 | \$ 573 |

Note: The telephone and voicemail system originally purchased in 2006 with bond proceeds will need to be replaced in approx. 2015. If Option B is adopted, some existing technology may not be funded at current levels. Options C, D, and E better incorporate the cost of this replacement.



Bainbridge Island SD #303
Facilities/Capital Projects Office

Memo

To: Faith Chapel, Superintendent
From: Tamela Van Winkle, Director Facilities and Capital Projects
Date: 6/27/13
Re: Capital Projects and Facilities Report-June

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 | \$31,276,206 |
| Expenditures To Date | \$30,677,224 |
| Encumbered PO Balance | \$ <u>598,982</u> |
| Capital Project Budget Balance | \$11,284,932 |

Wilkes Replacement

- Progress continues on a daily basis.
- Capital Project staff is working with the CoBI to achieve Final Occupancy. Prior to Final the District must complete a Declaration of Covenant associated with the maintenance and operation of storm drainage facilities, review the buffer density on the west side of the property and provide a Stormwater Maintenance Plan.
- Capital Projects staff continues to drill down on the details of close-out documentation needed in order to fully achieve Phase 1B and 2B Final Completion.
- Warranty corrective work of the pervious concrete at the base of the bus loop where the buses exit is underway.
- Warranty corrective work of the impervious sidewalk on Madison is also underway.
- The main field roots between rows of sod are growing well! For the most part, the community is patiently waiting until the roots are strong enough for all kind of sports and fun near the start of school!
- A few drainage corrections are planned: at the NE planters, the east end of the utility drive, and along the slope to the field about mid-way along the utility drive. Each area has a different set of causes. Investigation will be done to test our hypotheses and determine the causes, then solutions will be implemented over summer.
- Spraying to eliminate the tent caterpillars has been effective. The caterpillars have ingested the biological insecticide as they've eaten some leaf. We continue to monitor plants for any further evidence of damage.

Critical Issues:

- Final Completion will not be issued until all corrective work and deliverables are reviewed and meet contractual specifications.

Woodward

- The main field will have the existing thatch removed. New grass will allow much better drainage to the sub-surface storm drain system. Hydroseed is planned for the main field but an alternate bid for sod is under consideration. The cinder track will be replaced with a rubberized track over asphalt base. The multi-purpose field will receive a type of enhanced drainage that is used by golf courses. Less accumulation of water is anticipated though it does not have the same performance expectation as the main field. All work will begin in early August. The multi-purpose field will be ready for play beginning in early September. The track will be ready in early November. The main field is currently scheduled to be ready in August 2014.
- A new wood floor for the gym is planned for installation this summer. Quote documents consisting of plans, details, and wood floor specifications have been created by Capital Projects and distributed to several potential contractors. Walk-throughs are being held to assist bidders. The bid process follows the Small Works Roster process. Quotes are expected at the end of June with work occurring in early July through mid-August.
- A mandatory Woodward/Sakai pond restoration is planned for this summer. Quote documents have been distributed and pre-bid walk-throughs has been offered. This work is required by the City of Bainbridge Island per the Department of Ecology's stormwater management manual.

Sakai

- A mandatory Sakai/Woodward pond restoration is planned for this summer. Quote documents have been distributed and pre-bid walk-throughs have been offered. This work is required by the City of Bainbridge Island per the Department of Ecology's stormwater management manual.

Critical Issues:

- Staffing

CAPITAL PROJECTS BUDGET UPDATE
BOND 2009 PROJECT SUMMARY
As of May 31, 2013

| | ESTIMATED BUDGET | ENCUMBERED TO DATE | EXPENDITURES TO DATE | ENCUMBERED PO BALANCE | CP BUDGET BALANCE |
|---|---------------------|-----------------------|-------------------------|--------------------------|----------------------|
| Bond Costs | | | | | |
| Bond Costs - 9000 | \$ 500,000 | \$ 286,010 | \$ 286,010 | \$ 0 | \$ 213,990 |
| Sub-total Bond Cost | 500,000 | 286,010 | 286,010 | 0 | 213,990 |
| Wilkes | | | | | |
| Wilkes Core - 9001 | 29,760,611 | 28,628,398 | 28,146,863 | 481,535 | 1,132,214 |
| Sub-total Wilkes | 29,760,611 | 28,628,398 | 28,146,863 | 481,535 | 1,132,214 |
| Blakely Elementary School | | | | | |
| Blakely Essential Renovations - 9010 | 514,498 | 52,421 | 27,840 | 24,581 | 462,078 |
| Blakely Roof Replacement - 9015 | 358,752 | 668 | 668 | 0 | 358,084 |
| Sub-total Blakely | 873,250 | 53,088 | 28,508 | 24,581 | 820,162 |
| Ordway Elementary School | | | | | |
| Ordway Essential Renovations - 9020 | 1,048,258 | 9,674 | 9,674 | 0 | 1,038,585 |
| Ordway Portables Roof Replacement - 9025 | 122,313 | 48,776 | 48,776 | 0 | 73,537 |
| Sub-total Ordway | 1,170,571 | 58,449 | 58,449 | 0 | 1,112,122 |
| Sakai Intermediate School | | | | | |
| Sakai Essential Renovations - 9030 | 242,250 | 68,205 | 68,205 | 0 | 174,044 |
| Sub-total Sakai | 242,250 | 68,205 | 68,205 | 0 | 174,044 |
| Woodward Middle School | | | | | |
| Woodward Essential Renovations - 9040 | 331,787 | 17,477 | 17,477 | 0 | 314,310 |
| Woodward Roof Replacement - 9045 | 252,792 | 35,085 | 35,085 | 0 | 217,707 |
| Woodward Site Improvements - 9046 | 1,003,187 | 82,900 | 0 | 82,900 | 920,287 |
| Sub-total Woodward | 1,587,766 | 135,462 | 52,562 | 82,900 | 1,452,304 |
| Bainbridge High School | | | | | |
| Bainbridge HS Essential Renovations - 9050 | 2,095,170 | 154,877 | 154,877 | 0 | 1,940,293 |
| Bainbridge HS Roof Replacement - 9055 | 443,817 | 2,263 | 2,263 | 0 | 441,554 |
| Sub-total Bainbridge HS | 2,538,987 | 157,140 | 157,140 | 0 | 2,381,847 |
| Commodore Options School | | | | | |
| Commodore Essential Renovations - 9060 | 993,599 | 235,628 | 235,628 | 0 | 757,971 |
| Commodore Roof Replacement - 9065 | 56,664 | 39,409 | 39,409 | 0 | 17,255 |
| Sub-total Commodore | 1,050,263 | 275,037 | 275,037 | 0 | 775,226 |
| Transportation | | | | | |
| Transportation Essential Renovations - 9070 | 713,945 | 46,260 | 46,260 | 0 | 667,686 |
| Transportation Roof - 9075 | 35,559 | 293 | 293 | 0 | 35,267 |
| Sub-total Transportation | 749,504 | 46,552 | 46,552 | (0) | 702,952 |
| District Office | | | | | |
| District Office Essential Renovations - 9080 | 118,378 | 117,312 | 115,163 | 2,149 | 1,066 |
| Sub-total District Office | 118,378 | 117,312 | 115,163 | 2,149 | 1,066 |
| Districtwide Security | | | | | |
| Districtwide Security - 9090 | 473,533 | 83,083 | 79,439 | 3,644 | 390,450 |
| Sub-total Districtwide Security | 473,533 | 83,083 | 79,439 | 3,644 | 390,450 |
| Energy Conservation | | | | | |
| Energy Conservation - 9095 | 947,026 | 58,215 | 58,215 | 0 | 888,811 |
| Sub-total Energy Conservation | 947,026 | 58,215 | 58,215 | 0 | 888,811 |
| Capital Projects Administration - 9100 | | | | | |
| Capital Projects Administration - 9100 | 2,098,997 | 859,254 | 855,081 | 4,173 | 1,239,743 |
| Sub-total Capital Projects Administration | 2,098,997 | 859,254 | 855,081 | 4,173 | 1,239,743 |
| <hr/> | | | | | |
| = Total of Projects and Fees | \$ 42,111,137 | \$ 30,826,206 | \$ 30,227,224 | \$ 598,982 | \$ 11,284,932 |
| South Island Sewer (paid May 2012) | 450,000 | 450,000 | 450,000 | | 0 |
| = Total Expected Expenditures | \$ 42,561,137 | \$ 31,276,206 | \$ 30,677,224 | \$ 598,982 | \$ 11,284,932 |

BOARD OF DIRECTORS

Mary Curtis
Mike Spence
Tim Kinkead
Patty Fielding
Mev Hoberg



SUPERINTENDENT

Faith A. Chapel

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

MEMORANDUM

To: Faith Chapel, Superintendent Date: June 19, 2013
From: Peggy Paige, Director of Business Services
RE: Monthly Financial Reports – May

Attached are the financial reports for the month ending May 31, 2013.

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

Analysis of General Fund

Revenue

Total General Fund revenues to May 31 were \$29 million, above the expected average. Tax revenues collected to date indicate that we are on target to hit our estimate of \$8.7 million. Local revenues are above the 3 year average with the Bainbridge Schools Foundation donation. State revenues for both Basic Ed and Special Ed are consistent with state funding based on the actual average enrollment to date. We expect to receive about \$13,000 more than budgeted in Transportation revenues. Federal revenues are up due to the timing of filing reimbursement claims. The receipt of Safety Net funds in this area should result in revenues above budget estimates by year end.

Expenditure

Expenditures for the year to May 31 total \$27.2 million and are below the expected average.

Total expense for Regular (Basic) Education is equal to prior year and below the average. Learning Resources and Extracurricular are above the expected averages. Learning Resources has a classified position that was budgeted under Teaching and unbudgeted purchases for online resources (primarily supported with PTO donations). Expenditures for Extracurricular salaries are expected to exceed budget estimates due to extended play for several sports.

Total special education costs are up compared to last year and are above the 3-year average. Current spending would indicate that we will exceed budget estimates for classified staffing and for services provided by agencies outside of the school district. Some of this expense will be offset by Safety Net revenues.

Vocational expense is up from last year and above the average. This is primarily related to an increase in the purchase of supplies and equipment for the middle school program. This area will be monitored to insure that total expenditures do not exceed funding.

Compensatory education is as expected per the budget. This category fluctuates throughout the year due to the fact that certain expense items (such as teacher certification bonus) do not occur in a regular monthly pattern. We are charging significantly more to Title 1 this year (due to an increase in our grant allocation) so there is a difference when doing a year to year comparison.

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

Total Support Services is currently below the expected average. Transportation/Motor Pool and Operation, Buildings are being impacted by a decrease in budget allocations for substitute expense. In addition, Operation Buildings is reflecting the decision to move to a centralized purchasing system with increased spending on custodial supplies to begin the year. It is expected that this area will exceed budget estimates by year end while Transportation is expected to be slightly under budget if diesel costs remain stable. Utility expenditures are currently well below the average with savings anticipated in propane, water/sewer, stormwater fees and telephone expense. Food Service expense is up from prior year but in line with budget estimates. Maintenance and Information Services are above the expected average but a reimbursement by the Capital Projects Fund in June will bring these expenditures in line with budget. Central Office expenditures are currently running well below the average. Several areas (election, legal, postage and contracted services) will be below budget estimates at year end.

Cash Flow

Net cash outflow during May was \$460,799. As of May 31, 2013, the closing cash balance in the General Fund was \$4,886,782. Projected year end cash balance is \$2.8 million.

GENERAL FUND
Summary of Revenues & Expenses
May 31, 2013

| | May-13 Actual YTD \$ | % Incr/Decr prior year | May-12 Actual YTD \$ | Annual Budget Budget | % YTD | Avg % |
|------------------------------|----------------------------|---------------------------|----------------------------|-------------------------|--------------|--------------|
| Revenues - By Revenue Source | | | | | | |
| Local Taxes | 8,634,488 | -0.9% | 8,712,216 | 8,700,000 | 99.2% | 98.2% |
| Local Nontax | 2,822,571 | 4.9% | 2,691,547 | 3,085,400 | 91.5% | 83.4% |
| State, General Purpose | | | | | | |
| Basic Education | 13,776,846 | 1.0% | 13,922,932 | 18,485,000 | 74.5% | 73.7% |
| Special Education | 291,323 | 3.5% | 281,512 | 400,000 | 72.8% | 74.0% |
| State, Special Purpose | | | | | | |
| Special Education | 1,712,222 | -0.8% | 1,725,525 | 2,700,000 | 63.4% | 70.9% |
| Transportation | 623,709 | 1.1% | 617,166 | 830,000 | 75.1% | 73.8% |
| Other | 276,831 | 38.4% | 200,038 | 541,655 | 51.1% | 62.0% |
| Federal, Special Purpose | 898,383 | 12.2% | 800,445 | 1,296,000 | 69.3% | 65.1% |
| TOTAL | 29,036,373 | 0.3% | 28,951,382 | 36,038,055 | 80.6% | 79.2% |

| | Actual YTD \$ | % Incr/Decr prior year | Actual YTD \$ | Budget | % YTD | Avg % |
|----------------------------------|-------------------|---------------------------|-------------------|-------------------|--------------|--------------|
| Expenses - By program code | | | | | | |
| Regular Instruction* | | | | | | |
| Teaching | 11,845,348 | 0.6% | 11,771,611 | 16,347,611 | 72.5% | 73.8% |
| Principal | 1,616,968 | 3.6% | 1,561,058 | 2,208,640 | 73.2% | 73.8% |
| Guidance/Counseling | 696,589 | -4.2% | 727,370 | 1,017,360 | 68.5% | 69.5% |
| Learning Resources | 492,683 | -3.7% | 511,818 | 614,274 | 80.2% | 73.8% |
| Extracurricular | 572,557 | -14.8% | 671,977 | 648,860 | 88.2% | 81.8% |
| Other | 703,054 | 2.7% | 684,777 | 1,187,696 | 59.2% | 76.0% |
| Total Regular (Basic) Ed. | 15,927,200 | 0.0% | 15,928,612 | 22,024,441 | 72.3% | 74.0% |
| Special Education | | | | | | |
| Teaching | 2,853,391 | -0.2% | 2,860,084 | 3,511,131 | 81.3% | 74.5% |
| Other | 1,146,035 | 4.5% | 1,097,153 | 1,614,592 | 71.0% | 75.4% |
| Total Special Ed. | 3,999,426 | 1.1% | 3,957,237 | 5,125,723 | 78.0% | 74.8% |
| Vocational Education | 705,986 | 5.5% | 669,210 | 909,713 | 77.6% | 75.4% |
| Compensatory Education | 328,789 | 42.6% | 230,505 | 638,581 | 51.5% | 64.0% |
| Other Instruction | 37,571 | 33.9% | 28,058 | 89,359 | 42.0% | 56.6% |
| Support Services | | | | | | |
| Transportation/Motor Pool | 1,062,932 | -5.8% | 1,128,478 | 1,402,018 | 75.8% | 78.0% |
| Operation Buildings | 1,115,024 | 7.5% | 1,037,079 | 1,314,784 | 84.8% | 73.9% |
| Utilities | 872,925 | -11.8% | 989,162 | 1,550,000 | 56.3% | 80.5% |
| Food Services* | 744,778 | 2.3% | 728,338 | 1,003,503 | 74.2% | 77.2% |
| Maint/Grounds* | 677,213 | 0.4% | 674,414 | 829,037 | 81.7% | 80.1% |
| Information Services | 540,602 | 18.5% | 456,255 | 639,278 | 84.6% | 82.5% |
| Central Office | 895,292 | -0.4% | 898,533 | 1,372,758 | 65.2% | 76.6% |
| Other | 272,312 | -12.9% | 312,733 | 300,371 | 90.7% | 87.6% |
| Total Support Services | 6,181,077 | -0.7% | 6,224,991 | 8,411,749 | 73.5% | 78.3% |
| TOTAL | 27,180,049 | 0.5% | 27,038,612 | 37,199,566 | 73.1% | 74.9% |

| | | | |
|--|-----------|-----------|-------------|
| Excess (Deficiency) of Revenues over Expenditures | 1,856,324 | 1,912,770 | (1,161,511) |
|--|-----------|-----------|-------------|

GENERAL FUND CASH FLOW FORECAST 2012-13

May 2013

| | Actual March | Actual April | Actual May | Projected June | Projected July | Projected August | Budget 2012-13 |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| OPENING CASH BALANCE | | | | | | | |
| Imprest | 6,800.00 | 6,800.00 | 6,800.00 | | | | |
| Cash on hand | 95,860.85 | 130,293.99 | 123,325.47 | | | | |
| Cash on deposit | 1,198,439.18 | 1,804,358.17 | 3,998,348.09 | | | | |
| Warrants outstanding | (1,040,281.60) | (1,049,946.43) | (1,024,285.82) | | | | |
| Investments | 2,241,299.58 | 2,242,381.91 | 2,243,393.65 | | | | |
| <i>Total opening cash balance</i> | <i>2,502,118.01</i> | <i>3,133,887.64</i> | <i>5,347,581.39</i> | <i>4,886,782.07</i> | <i>3,642,440.97</i> | <i>3,001,766.65</i> | |
| Cash Inflows | | | | | | | |
| Local taxes | 488,555.92 | 2,849,864.71 | 1,016,878.32 | 43,794.51 | 35,619.79 | 35,733.16 | 8,700,000.00 |
| Local Support nontax | 839,515.42 | 220,728.39 | 242,253.46 | 227,895.87 | 67,591.11 | 61,016.57 | 3,085,400.00 |
| State, general purpose | 1,704,294.56 | 1,699,813.31 | 1,034,500.61 | 1,035,451.68 | 1,935,150.68 | 1,928,362.53 | 18,885,000.00 |
| State, special purpose | 299,076.07 | 303,842.88 | 198,928.17 | 258,921.96 | 373,775.77 | 577,360.79 | 3,796,655.00 |
| Federal, general purpose | - | - | - | - | - | - | |
| Federal, special purpose | 87,075.08 | 124,233.18 | 115,114.37 | 139,336.81 | 122,454.02 | 136,526.09 | 1,296,000.00 |
| Other Financing Sources | 28,065.68 | - | - | 23,000.00 | - | 20,000.00 | 275,000.00 |
| Adjustments (accruals, receivables due) | | 52,292.50 | 6,613.75 | - | - | 95,000.00 | |
| <i>Total cash inflows</i> | <i>3,446,582.73</i> | <i>5,250,774.97</i> | <i>2,614,288.68</i> | <i>1,728,400.82</i> | <i>2,534,591.36</i> | <i>2,853,999.14</i> | <i>36,038,055.00</i> |
| Cash Outflows | | | | | | | |
| Regular Instruction | (1,727,147.58) | (1,782,160.68) | (1,787,066.76) | (1,925,501.51) | (1,773,588.19) | (1,910,334.64) | 22,024,437.00 |
| Special Education Instruction | (450,708.93) | (453,462.69) | (460,455.43) | (438,054.09) | (425,921.86) | (430,823.33) | 5,125,723.00 |
| Vocational Education Instruction | (91,214.21) | (73,939.10) | (73,965.59) | (73,116.90) | (88,566.79) | (67,597.89) | 909,715.00 |
| Compensatory Education Instruction | (34,413.55) | (42,133.77) | (34,822.04) | (48,854.49) | (100,435.02) | (145,832.04) | 638,581.00 |
| Other Instructional Programs | (6,264.97) | (4,740.60) | (3,563.17) | (3,221.80) | (18,265.72) | (15,029.83) | 89,359.00 |
| Support services | (503,424.39) | (680,609.17) | (775,809.52) | (483,993.13) | (768,488.10) | (556,337.59) | 8,411,751.00 |
| Adjustments (accruals, payables due) | (1,639.47) | (35.21) | 60,594.51 | - | - | 100,000.00 | |
| <i>Total cash outflows</i> | <i>(2,814,813.10)</i> | <i>(3,037,081.22)</i> | <i>(3,075,088.00)</i> | <i>(2,972,741.93)</i> | <i>(3,175,265.68)</i> | <i>(3,025,955.33)</i> | <i>37,199,566.00</i> |
| Net change in cash balance | 631,769.63 | 2,213,693.75 | (460,799.32) | (1,244,341.10) | (640,674.31) | (171,956.19) | (1,161,511.00) |
| CLOSING CASH BALANCE | 3,133,887.64 | 5,347,581.39 | 4,886,782.07 | 3,642,440.97 | 3,001,766.65 | 2,829,810.46 | |
| Composition of closing cash balance | | | | | | | |
| Imprest | 6,800.00 | 6,800.00 | 6,800.00 | | | | |
| Cash on hand | 130,293.99 | 123,325.47 | 134,841.88 | | | | |
| Cash on deposit | 1,804,358.17 | 3,998,348.09 | 2,680,034.69 | | | | |
| Warrants outstanding | (1,049,946.43) | (1,024,285.82) | (1,179,266.37) | | | | |
| Investments | 2,242,381.91 | 2,243,393.65 | 3,244,371.87 | | | | |
| <i>Total closing cash balance</i> | <i>3,133,887.64</i> | <i>5,347,581.39</i> | <i>4,886,782.07</i> | | | | |

GENERAL FUND CASH FLOW FORECAST 2012-13

May 2013

| | Actual August | Actual September | Actual October | Actual November | Actual December | Actual January | Actual February |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| OPENING CASH BALANCE | | | | | | | |
| 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 | 12,748.09 | 31,751.12 | 29,574.76 | 139,188.78 | 96,249.84 | 88,291.20 | 100,994.24 |
| Cash on deposit | 1,112,672.01 | 1,497,329.18 | 975,267.29 | 3,386,148.35 | 1,256,659.19 | 1,610,949.06 | 1,138,351.51 |
| Warrants outstanding | (978,091.76) | (1,272,878.30) | (1,227,905.41) | (1,133,907.83) | (1,205,566.45) | (1,149,336.98) | (1,062,824.52) |
| Investments | 3,279,967.25 | 2,982,226.61 | 2,983,734.88 | 2,210,072.43 | 3,861,849.77 | 3,063,693.83 | 2,815,005.98 |
| <i>Total opening cash balance</i> | <i>3,434,095.59</i> | <i>3,245,228.61</i> | <i>2,767,471.52</i> | <i>4,608,301.73</i> | <i>4,015,992.35</i> | <i>3,620,397.11</i> | <i>2,998,327.21</i> |
| Cash Inflows | | | | | | | |
| Local taxes | 52,920.53 | 164,426.88 | 2,830,687.16 | 957,368.19 | 81,165.32 | 44,322.40 | 201,218.65 |
| Local Support nontax | 59,811.75 | 459,914.62 | 277,283.31 | 209,897.36 | 200,224.12 | 170,299.84 | 202,454.66 |
| State, general purpose | 1,920,409.15 | 1,703,440.69 | 1,698,842.78 | 1,038,181.70 | 1,698,842.79 | 1,785,538.65 | 1,704,714.04 |
| State, special purpose | 481,433.92 | 292,486.23 | 296,664.50 | 180,129.52 | 298,047.75 | 280,705.35 | 299,589.08 |
| Federal, general purpose | - | - | - | - | - | - | - |
| Federal, special purpose | 411,575.94 | (10,974.77) | 111,873.70 | 119,751.66 | 117,164.48 | 108,436.89 | 125,708.70 |
| Other Financing Sources | 51,789.15 | - | - | - | 135,226.62 | - | - |
| Adjustments (accruals, receivables due) | 98,252.98 | (339,048.58) | (117.89) | 117.89 | - | - | - |
| <i>Total cash inflows</i> | <i>3,076,193.42</i> | <i>2,270,245.07</i> | <i>5,215,233.56</i> | <i>2,505,446.32</i> | <i>2,530,671.08</i> | <i>2,389,303.13</i> | <i>2,533,685.13</i> |
| Cash Outflows | | | | | | | |
| Regular Instruction | (2,167,142.88) | (1,747,359.27) | (1,790,191.81) | (1,776,768.01) | (1,820,639.18) | (1,773,540.45) | (1,736,695.77) |
| Special Education Instruction | (437,153.31) | (380,434.01) | (434,542.54) | (432,798.18) | (475,633.91) | (469,162.41) | (442,228.33) |
| Vocational Education Instruction | (73,940.38) | (61,687.55) | (90,476.48) | (72,002.79) | (75,258.85) | (90,556.81) | (76,884.85) |
| Compensatory Education Instruction | (67,713.73) | (35,742.09) | (38,174.39) | (41,062.00) | (38,449.11) | (16,828.79) | (32,793.33) |
| Other Instructional Programs | (23,806.30) | (1,953.48) | (3,993.66) | (10,623.74) | (2,366.51) | (2,633.54) | (1,430.93) |
| Support services | (664,646.23) | (537,264.12) | (1,008,773.22) | (764,420.78) | (514,374.54) | (659,762.66) | (742,630.59) |
| Adjustments (accruals, payables due) | 169,342.43 | 16,438.36 | (8,251.25) | (80.20) | 455.78 | 1,111.63 | 2,769.47 |
| <i>Total cash outflows</i> | <i>(3,265,060.40)</i> | <i>(2,748,002.16)</i> | <i>(3,374,403.35)</i> | <i>(3,097,755.70)</i> | <i>(2,926,266.32)</i> | <i>(3,011,373.03)</i> | <i>(3,029,894.33)</i> |
| Net change in cash balance | (188,866.98) | (477,757.09) | 1,840,830.21 | (592,309.38) | (395,595.24) | (622,069.90) | (496,209.20) |
| CLOSING CASH BALANCE | 3,245,228.61 | 2,767,471.52 | 4,608,301.73 | 4,015,992.35 | 3,620,397.11 | 2,998,327.21 | 2,502,118.01 |
| Composition of closing cash balance | | | | | | | |
| 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 | 31,751.12 | 29,574.76 | 139,188.78 | 96,249.84 | 88,291.20 | 100,994.24 | 95,860.85 |
| Cash on deposit | 1,497,329.18 | 975,267.29 | 3,386,148.35 | 1,256,659.19 | 1,610,949.06 | 1,138,351.51 | 1,198,439.18 |
| Warrants outstanding | (1,272,878.30) | (1,227,905.41) | (1,133,907.83) | (1,205,566.45) | (1,149,336.98) | (1,062,824.52) | (1,040,281.60) |
| Investments | 2,982,226.61 | 2,983,734.88 | 2,210,072.43 | 3,861,849.77 | 3,063,693.83 | 2,815,005.98 | 2,241,299.58 |
| <i>Total closing cash balance</i> | <i>3,245,228.61</i> | <i>2,767,471.52</i> | <i>4,608,301.73</i> | <i>4,015,992.35</i> | <i>3,620,397.11</i> | <i>2,998,327.21</i> | <i>2,502,118.01</i> |

SUMMARY OF FUND BALANCES**31-May-13**

| | May-13 YTD Actual | 2012-13 Annual Budget |
|--|----------------------|--------------------------|
|--|----------------------|--------------------------|

General Fund

| | | |
|---|-----------------|-----------------|
| Opening fund balance | | |
| Reserved for Inventory | 191,500.00 | 200,000.00 |
| Restricted for Carryover | 18,400.00 | - |
| Committed to Minimum Fund Balance | 1,100,000.00 | 1,100,000.00 |
| Assigned to Other Purposes | 1,257,000.00 | 1,000,000.00 |
| Unassigned | 468,322.11 | 550,000.00 |
| Total opening fund balance | 3,035,222.11 | 2,850,000.00 |
| Revenue | 29,036,373.00 | 36,038,055.00 |
| Expenditure | (27,180,049.09) | (37,199,566.00) |
| Excess (Deficiency) of Revenues over Expenditures | 1,856,323.91 | (1,161,511.00) |
| Reserved for Inventory | 191,500.00 | 200,000.00 |
| Restricted for Carryover | 18,400.00 | - |
| Committed to Minimum Fund Balance | 1,100,000.00 | 1,100,000.00 |
| Assigned to Other Purposes | 1,257,000.00 | |
| Unassigned | 2,324,646.02 | 388,489.00 |
| Total closing fund balance | 4,891,546.02 | 1,688,489.00 |

Capital Projects Fund

| | | |
|--------------------------|----------------|-----------------|
| Opening fund balance | 10,932,862.66 | 14,000,000.00 |
| Revenue | 1,458,887.40 | 8,581,000.00 |
| Expenditure | (4,815,369.91) | (19,151,487.00) |
| Reserve of bond proceeds | 5,145,926.10 | 2,154,119.00 |
| Reserve of levy proceeds | 1,671,289.90 | 504,155.00 |
| Unreserved Fund Balance | 759,164.15 | 771,239.00 |
| Closing fund balance | 7,576,380.15 | 3,429,513.00 |

Debt Service Fund

| | | |
|----------------------|-----------------|----------------|
| Opening fund balance | 2,890,986.35 | 2,120,000.00 |
| Revenue | 25,773,371.75 | 8,135,000.00 |
| Expenditure | | |
| Principal | (2,095,000.00) | (4,337,000.00) |
| Interest | (2,063,084.36) | (4,078,000.00) |
| Other | (17,777,555.47) | (5,000.00) |
| Closing fund balance | 6,728,718.27 | 1,835,000.00 |

ASB Fund

| | | |
|----------------------|--------------|--------------|
| Opening fund balance | 288,671.57 | 383,000.00 |
| Revenue | 401,114.10 | 654,700.00 |
| Expenditure | (302,006.20) | (881,619.00) |
| Closing fund balance | 387,779.47 | 156,081.00 |

Transportation Vehicle Fund

| | | |
|----------------------|------------|--------------|
| Opening fund balance | 174,033.89 | 175,000.00 |
| Revenue | | |
| Depreciation | - | 200,000.00 |
| Investment Earnings | 745.03 | 3,400.00 |
| Grant Revenue | - | - |
| Sale of Equipment | - | - |
| Expenditure | - | (150,000.00) |
| Closing fund balance | 174,778.92 | 228,400.00 |

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

Fiscal Year 2012 (September 1, 2012 - August 31, 2013)

for the BAINBRIDGE ISLAND SD #303 School District for the Month of May, 2013

| | ANNUAL BUDGET | ACTUAL FOR MONTH | ACTUAL FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
|--|------------------|---------------------|--------------------|--------------|--------------|---------|
| <u>REVENUES/OTHER FIN. SOURCES</u> | | | | | | |
| 00 LOCAL TAXES | 8,700,000 | 1,016,878.32 | 8,634,487.55 | | 65,512.45 | 99.25 |
| 00 LOCAL SUPPORT NONTAX | 3,085,400 | 242,253.46 | 2,822,571.18 | | 262,828.82 | 91.48 |
| 00 STATE, GENERAL PURPOSE | 18,885,000 | 1,034,500.61 | 14,068,169.13 | | 4,816,830.87 | 74.49 |
| 00 STATE, SPECIAL PURPOSE | 3,796,655 | 198,928.17 | 2,449,469.55 | | 1,347,185.45 | 64.52 |
| 00 FEDERAL, GENERAL PURPOSE | 0 | .00 | .00 | | .00 | 0.00 |
| 00 FEDERAL, SPECIAL PURPOSE | 1,296,000 | 115,114.37 | 898,383.29 | | 397,616.71 | 69.32 |
| 00 REVENUES FR OTH SCH DIST | 0 | .00 | .00 | | .00 | 0.00 |
| 00 OTHER AGENCIES AND ASSOCIATES | 0 | .00 | .00 | | .00 | 0.00 |
| 00 OTHER FINANCING SOURCES | 275,000 | .00 | 163,292.30 | | 111,707.70 | 59.38 |
| <u>Total REVENUES/OTHER FIN. SOURCES</u> | 36,038,055 | 2,607,674.93 | 29,036,373.00 | | 7,001,682.00 | 80.57 |
| <u>EXPENDITURES</u> | | | | | | |
| Regular Instruction | 21,966,052 | 1,787,066.76 | 15,927,199.86 | 4,795,906.55 | 1,242,945.59 | 94.34 |
| Federal Stimulus | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| Special Ed Instruction | 5,125,693 | 460,455.43 | 3,999,426.43 | 1,195,793.42 | 69,526.85- | 101.36 |
| Voc. Ed Instruction | 964,095 | 73,965.59 | 705,986.23 | 220,975.50 | 37,133.27 | 96.15 |
| Skills Center Instruction | 0 | .00 | .00 | 0.00 | .00 | 0.00 |
| +60 Compensatory Ed Instruct. | 638,581 | 34,822.04 | 328,788.72 | 107,558.27 | 202,234.01 | 68.33 |
| Other Instructional Pgms | 89,859 | 3,563.17 | 37,570.60 | 3,298.81 | 48,989.59 | 45.48 |
| Community Services | 30,000 | .00 | .00 | 0.00 | 30,000.00 | 0.00 |
| Support Services | 8,385,286 | 775,809.52 | 6,181,077.25 | 2,103,759.29 | 100,449.46 | 98.80 |
| <u>Total EXPENDITURES</u> | 37,199,566 | 3,135,682.51 | 27,180,049.09 | 8,427,291.84 | 1,592,225.07 | 95.72 |
| <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> | 1,161,511- | 528,007.58- | 1,856,323.91 | | 3,017,834.91 | 259.82- |
| <u>TOTAL BEGINNING FUND BALANCE</u> | 2,850,000 | | 3,035,222.11 | | | |
| <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u> | XXXXXXXXXX | | .00 | | | |
| <u>TOTAL ENDING FUND BALANCE</u> | 1,688,489 | | 4,891,546.02 | | | |
| <u>(E+F + OR - G)</u> | | | | | | |

ENDING FUND BALANCE ACCOUNTS:

| | | |
|--------------------------------------|-----------|--------------|
| L 810 Restricted For Other Items | 0 | .00 |
| L 815 Resr Unequalized Dedu Rev | 0 | .00 |
| L 821 Restricted for Carryover | 0 | 18,400.00 |
| L 825 Restricted for Skills Center | 0 | .00 |
| L 828 Restricted for C/O of FS Rev | 0 | .00 |
| L 830 Restricted For Debt Service | 0 | .00 |
| L 835 Restrictd For Arbitrage Rebate | 0 | .00 |
| L 840 Nonspnd FB - Invent/Prepd Itms | 200,000 | 191,500.00 |
| L 845 Restricted for Self Insur | 0 | .00 |
| L 850 Restricted for Uninsured Risks | 0 | .00 |
| L 870 Committed to Other Purposes | 0 | .00 |
| L 872 Comm to Min Fnd Bal | 1,100,000 | 1,100,000.00 |
| L 875 Assigned Contingencies | 0 | .00 |
| L 884 Assign to Oth Cap Proj | 0 | .00 |
| L 888 Assigned to Other Purpose | 0 | 1,257,000.00 |
| L 890 Unassigned Fund Balance | 388,489 | 2,324,646.02 |
| <u>TOTAL</u> | 1,688,489 | 4,891,546.02 |

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

Fiscal Year 2012 (September 1, 2012 - August 31, 2013)

or the BAINBRIDGE ISLAND SD #303 School District for the Month of May, 2013

| REVENUES/OTHER FIN. SOURCES | ANNUAL BUDGET | ACTUAL FOR MONTH | ACTUAL FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
|---|------------------|---------------------|--------------------|--------------|---------------|---------|
| 00 Local Taxes | 1,431,000 | 177,347.18 | 1,413,677.79 | | 17,322.21 | 98.79 |
| 00 Local Support Nontax | 150,000 | 2,811.83 | 45,209.61 | | 104,790.39 | 30.14 |
| 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 and Associates | 0 | .00 | .00 | | .00 | 0.00 |
| 00 Other Financing Sources | 7,000,000 | .00 | .00 | | 7,000,000.00 | 0.00 |
| Total REVENUES/OTHER FIN. SOURCES | 8,581,000 | 180,159.01 | 1,458,887.40 | | 7,122,112.60 | 17.00 |
| EXPENDITURES | | | | | | |
| Sites | 1,045,000 | .00 | 6,999.27 | 82,900.00 | 955,100.73 | 8.60 |
| Buildings | 15,317,247 | 680,216.69 | 3,568,213.83 | 450,565.41 | 11,298,467.76 | 26.24 |
| Equipment | 2,214,240 | 126,802.45 | 1,076,864.51 | 239,730.75 | 897,644.74 | 59.46 |
| Energy | 300,000 | .00 | .00 | 0.00 | 300,000.00 | 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 |
| Total EXPENDITURES | 18,876,487 | 807,019.14 | 4,652,077.61 | 773,196.16 | 13,451,213.23 | 28.74 |
| OTHER FIN. USES TRANS. OUT (GL 536) | 275,000 | .00 | 163,292.30 | | | |
| OTHER FINANCING USES (GL 535) | 0 | .00 | .00 | | | |
| EXCESS OF REVENUES/OTHER FIN.SOURCES | | | | | | |
| OVER (UNDER) EXP/OTH FIN USES (A-B-C-D) | 10,570,487- | 626,860.13- | 3,356,482.51- | | 7,214,004.49 | 68.25- |
| TOTAL BEGINNING FUND BALANCE | 14,000,000 | | 10,932,862.66 | | | |
| G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-) | XXXXXXXXX | | .00 | | | |
| TOTAL ENDING FUND BALANCE | 3,429,513 | | 7,576,380.15 | | | |
| (E+F + OR - G) | | | | | | |

| | | |
|--------------------------------------|-----------|--------------|
| <u>ENDING FUND BALANCE ACCOUNTS:</u> | | |
| L 810 Restricted For Other Items | 0 | .00 |
| L 825 Restricted for Skills Center | 0 | .00 |
| L 830 Restricted For Debt Service | 0 | .00 |
| L 835 Restrictd For Arbitrage Rebate | 0 | .00 |
| L 850 Restricted for Uninsured Risks | 0 | .00 |
| L 861 Reserve Of Bond Proceeds | 2,154,119 | 5,145,926.10 |
| L 862 Reserve Of Levy Proceeds | 504,155 | 1,671,289.90 |
| L 863 Restricted from State Proceeds | 0 | .00 |
| L 864 Restricted from Fed Proceeds | 0 | .00 |
| L 865 Restricted from Other Proceeds | 0 | .00 |
| L 866 Restricted Impact Fees | 0 | .00 |
| L 867 Restrictd Mitigation Fees | 0 | .00 |
| L 869 Restricted fr Undistr Proceeds | 0 | .00 |
| L 870 Committed to Other Purposes | 0 | .00 |
| L 889 Assigned to Fund Purposes | 771,239 | 759,164.15 |
| L 890 Unassigned Fund Balance | 0 | .00 |
| <u>TOTAL</u> | 3,429,513 | 7,576,380.15 |

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

Fiscal Year 2012 (September 1, 2012 - August 31, 2013)

For the BAINBRIDGE ISLAND SD #303 School District for the Month of May, 2013

| | ANNUAL BUDGET | ACTUAL FOR MONTH | ACTUAL FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
|--|------------------|---------------------|--------------------|--------------|----------------|---------|
| <u>REVENUES/OTHER FIN. SOURCES</u> | | | | | | |
| 00 Local Taxes | 7,100,000 | 829,241.83 | 7,033,885.73 | | 66,114.27 | 99.07 |
| 00 Local Support Nontax | 35,000 | 318.79 | 6,303.14 | | 28,696.86 | 18.01 |
| 00 State, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 00 Federal, General Purpose | 1,000,000 | 455,739.40 | 954,906.33 | | 45,093.67 | 95.49 |
| 00 Other Financing Sources | 0 | .00 | 17,778,276.75 | | 17,778,276.75- | 0.00 |
| <u>Total REVENUES/OTHER FIN. SOURCES</u> | 8,135,000 | 1,285,300.02 | 25,773,371.95 | | 17,638,371.95- | 316.82 |
| <u>EXPENDITURES</u> | | | | | | |
| Matured Bond Expenditures | 4,337,000 | .00 | 2,095,000.00 | 0.00 | 2,242,000.00 | 48.31 |
| Interest On Bonds | 4,078,000 | .00 | 2,063,084.36 | 0.00 | 2,014,915.64 | 50.59 |
| 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 | 132,456.50 | 0.00 | 132,456.50- | 0.00 |
| <u>Total EXPENDITURES</u> | 8,420,000 | .00 | 4,290,540.86 | 0.00 | 4,129,459.14 | 50.96 |
| <u>OTHER FIN. USES TRANS. OUT (GL 536)</u> | 0 | .00 | .00 | | | |
| <u>OTHER FINANCING USES (GL 535)</u> | 0 | .00 | 17,645,098.97 | | | |
| <u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u> | | | | | | |
| <u>OVER (UNDER) EXPENDITURES (A-B-C-D)</u> | 285,000- | 1,285,300.02 | 3,837,732.12 | | 4,122,732.12 | < 1000- |
| <u>TOTAL BEGINNING FUND BALANCE</u> | 2,120,000 | | 2,890,986.35 | | | |
| <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u> | XXXXXXXXXX | | .00 | | | |
| <u>TOTAL ENDING FUND BALANCE</u> | 1,835,000 | | 6,728,718.47 | | | |
| <u>(E+F + OR - G)</u> | | | | | | |
| <u>ENDING FUND BALANCE ACCOUNTS:</u> | | | | | | |
| L 810 Restricted for Other Items | 0 | | .00 | | | |
| L 830 Restricted for Debt Service | 1,835,000 | | 6,728,718.47 | | | |
| L 835 Restrictd For Arbitrage Rebate | 0 | | .00 | | | |
| L 870 Committed to Other Purposes | 0 | | .00 | | | |
| L 889 Assigned to Fund Purposes | 0 | | .00 | | | |
| L 890 Unassigned Fund Balance | 0 | | .00 | | | |
| <u>TOTAL</u> | 1,835,000 | | 6,728,718.47 | | | |

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2012 (September 1, 2012 - August 31, 2013)

For the BAINBRIDGE ISLAND SD #303 School District for the Month of May, 2013

| | ANNUAL | ACTUAL | ACTUAL | | | |
|---------------------------------------|----------|-----------|------------|--------------|------------|---------|
| REVENUES | BUDGET | FOR MONTH | FOR YEAR | ENCUMBRANCES | BALANCE | PERCENT |
| 00 General Student Body | 151,100 | 432.01 | 79,479.00 | | 71,621.00 | 52.60 |
| 00 Athletics | 96,500 | 2,360.55 | 88,518.02 | | 7,981.98 | 91.73 |
| 00 Classes | 31,300 | 16,387.00 | 17,544.00 | | 13,756.00 | 56.05 |
| 00 Clubs | 313,000 | 17,667.09 | 170,117.89 | | 142,882.11 | 54.35 |
| 00 Private Moneys | 62,800 | 3,800.00 | 45,455.19 | | 17,344.81 | 72.38 |
| Total REVENUES | 654,700 | 40,646.65 | 401,114.10 | | 253,585.90 | 61.27 |
| EXPENDITURES | | | | | | |
| 00 General Student Body | 211,500 | 958.38 | 31,459.00 | 1,923.07 | 178,117.93 | 15.78 |
| 00 Athletics | 148,800 | 12,257.74 | 85,429.77 | 8,962.27 | 54,407.96 | 63.44 |
| 00 Classes | 32,800 | 21,878.25 | 24,606.86 | 0.00 | 8,193.14 | 75.02 |
| 00 Clubs | 354,700 | 5,242.18 | 148,489.53 | 28,337.99 | 177,872.48 | 49.85 |
| 00 Private Moneys | 133,819 | 540.01 | 12,021.04 | 0.00 | 121,797.96 | 8.98 |
| Total EXPENDITURES | 881,619 | 40,876.56 | 302,006.20 | 39,223.33 | 540,389.47 | 38.70 |
| EXCESS OF REVENUES | | | | | | |
| OVER (UNDER) EXPENDITURES (A-B) | 226,919- | 229.91- | 99,107.90 | | 326,026.90 | 143.68- |
| TOTAL BEGINNING FUND BALANCE | 383,000 | | 288,671.57 | | | |
| G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-) | XXXXXXXX | | .00 | | | |
| TOTAL ENDING FUND BALANCE | 156,081 | | 387,779.47 | | | |
| C+D + OR - E) | | | | | | |
| ENDING FUND BALANCE ACCOUNTS: | | | | | | |
| L 810 Restricted for Other Items | 0 | | .00 | | | |
| L 819 Restricted for Fund Purposes | 156,081 | | 387,779.47 | | | |
| L 840 Nonspnd FB - Invent/Prepd Itms | 0 | | .00 | | | |
| L 850 Restricted for Uninsured Risks | 0 | | .00 | | | |
| L 870 Committed to Other Purposes | 0 | | .00 | | | |
| L 889 Assigned to Fund Purposes | 0 | | .00 | | | |
| L 890 Unassigned Fund Balance | 0 | | .00 | | | |
| TOTAL | 156,081 | | 387,779.47 | | | |

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

Fiscal Year 2012 (September 1, 2012 - August 31, 2013)

For the BAINBRIDGE ISLAND SD #303 School District for the Month of May, 2013

| <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 | 3,400 | 62.62 | 745.03 | | 2,654.97 | 21.91 |
| 000 State, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 000 State, Special Purpose | 200,000 | .00 | .00 | | 200,000.00 | 0.00 |
| 000 Federal, General Purpose | 0 | .00 | .00 | | .00 | 0.00 |
| 000 Other Agencies and Associates | 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> | 203,400 | 62.62 | 745.03 | | 202,654.97 | 0.37 |
| <u>9900 TRANSFERS IN FROM GF</u> | 0 | .00 | .00 | | .00 | 0.00 |
| <u>Total REV./OTHER FIN. SOURCES</u> | 203,400 | 62.62 | 745.03 | | 202,654.97 | 0.37 |
| <u>EXPENDITURES</u> | | | | | | |
| pe 30 Equipment | 150,000 | .00 | .00 | 0.00 | 150,000.00 | 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> | 150,000 | .00 | .00 | 0.00 | 150,000.00 | 0.00 |
| <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 (C-D-E-F)</u> | 53,400 | 62.62 | 745.03 | | 52,654.97- | 98.60- |
| <u>TOTAL BEGINNING FUND BALANCE</u> | 175,000 | | 174,033.89 | | | |
| <u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u> | XXXXXXXX | | .00 | | | |
| <u>TOTAL ENDING FUND BALANCE</u> | 228,400 | | 174,778.92 | | | |
| <u>(G+H + OR - I)</u> | | | | | | |
| <u>ENDING FUND BALANCE ACCOUNTS:</u> | | | | | | |
| L 810 Restricted For Other Items | 0 | | .00 | | | |
| L 830 Restricted For Debt Service | 0 | | .00 | | | |
| L 835 Restrictd For Arbitrage Rebate | 0 | | .00 | | | |
| L 850 Restricted for Uninsured Risks | 0 | | .00 | | | |
| L 870 Committed to Other Purposes | 0 | | .00 | | | |
| L 889 Assigned to Fund Purposes | 228,400 | | 174,778.92 | | | |
| L 890 Unassigned Fund Balance | 0 | | .00 | | | |
| <u>TOTAL</u> | 228,400 | | 174,778.92 | | | |

BOARD OF DIRECTORS

Mary Curtis
Patty Fielding
Timothy Kinhead
Mike Spence



SUPERINTENDENT
Faith A. Chapel

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

June 21, 2013

TO: Board of Directors

FR: Faith A. Chapel, Superintendent

RE: 2013-14 State & District Budget Update

The Board of Directors received preliminary budget projections and information from the District Budget Advisory Committee at its April 25th meeting. Unfortunately, the District has been unable to move forward with the development of a preliminary budget due to the inability of the Legislature to reach agreement on a state budget during the special session that ended on June 11. A second special session began on June 12th, and the state economic forecast issued earlier this week projecting increased revenue of \$321 million has evidently facilitated progress in legislative deliberations. There are signs that a state budget may be finalized before the Board of Directors meets on June 27th.

Business Services Director Peggy Paige, Assistant Superintendent Peter BangKnudsen, Human Resources Director Cami Dombkowski and I will be bringing information to the June 27th Board meeting regarding estimates of key budget components that will be used in the development of the District's preliminary budget for 2013-14.

Due to the significant delays in the development of a state budget, the statutory deadline for our district to develop and post an official preliminary budget has been changed from July 10th to July 17th. It should be noted that even with this additional "grace period," this year's preliminary budget is likely to be a rough draft that will require significant revision before a final budget is developed for posting in mid-August.

BISD
FERPA Directory Information and Procedure 3231

TO: Superintendent Faith Chapel
FROM: Pam Keyes, Community Relations Coordinator
RE: Change in BISD definition of FERPA Directory Information and our FERPA notification

- A. Two issues bring attention to our FERPA notifications and the review of Procedure 3231:
1. Confusion and consistency of FERPA notifications related to Directory Information and our Directory/Photo-Video Permission records.
 2. Inclusion of email addresses, parent(s) name and parent(s) email as part of directory information, pertaining to Policy 3231, page 4.
- B. Also in Procedure 3231, WSSDA recommends replacement of specific timeframes for retention with reference to the General Records Retention Schedule for school districts, page 8.
- A: With requests to the 35 school districts served by the PSESD, and review of seven of those districts' procedures and annual notifications regarding parents' rights to deny use by the district of Directory Information, I am proposing that we:
- Update Procedure 3231 to include in our definition of Directory Information, email address and parent(s) name and email, aligning our procedure with current practice. See edited information on page 4 of the attached Procedure 3231.
 - Coordinate district-wide annual notification and the form used when parents or adult students (18 years and older) want to deny the use of Directory Information. See the attached annual notification draft.

B: You will see the recommended WSDDA correction on page 8 of the attached Procedure 3231.

The following annual notification draft is being reviewed and the final notification will be coordinated and used starting in September 2013:

Notice of Bainbridge Island School District's Use of Directory Information

The Family Educational Rights and Privacy Act (FERPA) includes the right to consent to disclosures of personally identifiable information contained in a student's education records, except to the extent to which FERPA authorizes disclosure without consent. The three exceptions authorizing disclosure without written consent include:

1. Disclosure to school officials with legitimate educational interests.
2. Disclosure to officials of another school district in which a student seeks or intends to enroll.
3. Disclosure of "Directory Information."
 - Bainbridge Island School District designates the following as Directory Information: name, addresses (personal residence and email), telephone number, date and place of birth, grade level, dates of attendance, images (photo, video), participation in officially recognized activities and sports, weight and height of members of athletic teams, diplomas and awards received, the most recent previous school attended, and parent(s) name, parent(s) email, (Material above comes from BISD Procedure3231, page 4 of 8.)
 - Consistent with the FERPA provisions and State law, high schools are required to release student directory information to US Armed Services and Washington National Guard recruiters on the same basis as to persons or groups that make students aware of occupational or advanced educational opportunities, unless a parent or adult student has opted out of providing such information.
 - Directory Information will not be released for commercial purposes.
 - Directory Information also may be disclosed to the following non-profit organizations without a parent's or adult student's prior written consent: local PTOs/PTSOs for the development of student directories and other activities, and the Bainbridge Schools Foundation.

If parents or adult (18 year-old) students do **not** want the above listed Directory Information released, including not wanting their child's/their image placed on school/district websites or used by the school/district in printed materials, not wanting their child's/their information released to military recruiters or occupational or educational organizations (grades 9-12 only), or not wanting their name or email released to BISD school-related nonprofit organizations, please complete, sign and return the tear-off portion below within five (5) days to school authorities.

Parents and 18 year-old students have the right to notify school authorities that directory information is **not to be released** without prior written consent.

- If you wish to deny release of Directory Information or images, please complete the form below and return it to your child's school/your school within five (5) days.
- If BISD schools do not receive your request denying use of Directory Information, we assume that you have no objection to the release of such information.

Please consider the consequences of a decision to withhold Directory Information. If you inform the school/district to withhold, any future request for such information will be refused. For example, the school/district would be unable to release information for such things as:

- Student directories
- PTO/PTSO, Booster clubs and other school-related organizations/activities
- School programs/sports event programs
- School/district publications, website, and media releases

Again, if you wish to deny release of Directory Information, including images, please complete the following, tear it off, and return it to your child's/your school within 5 days.

Withhold Directory Information

Student Name: _____ School: _____ Grade: _____
Please print

_____ I do not wish my child's/adult student's/parent's Directory Information to be released by BISD.

Please print your name if you deny permission

Please sign if you deny permission

Date

Telephone #

Address

***This restriction remains in place from the date above until your child graduates. If you wish to rescind this denial, you may do so in writing.
Please return to the administrator(s) at your child's/your school.***

STUDENT RECORDS

Student records shall be managed by the district records custodian in the following manner:

Type of Records

Student records shall be divided into two categories: the cumulative folder and supplementary records.

The cumulative folder may contain all information about a student which is collected and maintained on a routine basis, such as identifying information (name, birth date, sex, year in school, address, telephone number, parent's name, ethnic classification, emergency information such as parent's place of employment, family doctor, babysitter, siblings); attendance records including date of entry and withdrawal; grades and other student progress reports; results of tests of school achievement, aptitude, interests, records of school accomplishments and participation in school activities; verified reports of misconduct, including a record of disciplinary action taken; and such other information as shall enable staff to counsel with students and plan appropriate activities. Identifying information may be limited if the student is a participant in the state Address Confidentiality Program.

Supplementary records about a student may be collected and maintained in connection with special school concerns about the student, such as confidential health information or reports connected with assessment and placement of student who is formally identified as a "focus of concern;" reports from nonschool persons and organizations such as physicians, psychologists and clinics, except for general screening purposes; reports pertaining to specific problems associated with the student; and current reports of psychological tests and progress reports related to a student's disabling condition. All such reports included in records shall be dated and signed.

For the purpose of this procedure, working notes of staff are defined as those records about students that are maintained in the sole possession of the writer and are not accessible or revealed to any other person except a substitute for that staff member. Working notes are not considered student records within the purview of this procedure.

Accessibility of Student Records

Information contained in the cumulative folder and/or supplementary records shall be provided to persons and agencies as follows:

Parents

Parents of dependent children have the right to inspect the cumulative folder and/or supplementary records of their children.

- A. The parent shall be provided analysis and interpretation by qualified staff of all information in the cumulative folder and supplementary records. This action may be initiated by the parent or a staff member. The review shall occur within five (5) school business days after a request is received unless a written explanation for the failure to do so is supplied by the custodian of records. In no case shall the review occur later than forty-five (45) days after the request is made.
- B. Inspection and review shall be conducted during normal working hours, unless the custodian (teacher, counselor, nurse, psychologist, principal) consents to other arrangements. Custodians shall provide assistance in the interpretation and analysis of student records as needed. Although records must remain within district control, they may be copied or reproduced by or for the parent or eligible student at their own expense.

The Student

Information from the cumulative folder shall be interpreted to the student upon his/her request. Information contained in supplementary records shall be interpreted to the student upon his/her request and with the consent of the parent. The adult student may inspect his/her cumulative folder and supplementary records. The right of access granted the parent or adult student includes the right to be provided a list of the types of student-related education records maintained by the school and the district. The parent and adult student shall have the right to inspect or to be informed of the content of any record containing personally identifiable information regarding more than one student, provided that the right to access shall apply only to that portion of the record or document that relates to the student. Upon graduation from high school, a student may request to receive a final transcript in addition to the diploma.

Parents and adult students shall be notified annually of their right to inspect and review the records of their children and their other rights under the Family Education Rights and Privacy Act through the following notice:

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over eighteen (18) years of age ("eligible students") certain rights with respect to the student's education records. They are:

- 1) The right to inspect and review the student's education records within forty-five (45) days of the day the district receives a request for access.

Parents or eligible students should submit to the district records custodian a written request that identifies the record(s) they wish to inspect. The records custodian will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- 2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask the district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- 3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, hearing officer, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the district discloses educational records without consent to officials of another school district in which a student seeks or intends to enroll.

- 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue SW
Washington, D.C. 20202-5920

Staff

Staff who have a legitimate, educational interest in a student shall have access to the cumulative folder and any supplementary records.

Other Districts

Other districts shall be provided with records upon official request from the district, unless the student has an outstanding fee or fine. In those instances the enrolling school shall be provided with the student's academic, special placement, immunization history and discipline records within two (2) school days, but the official transcript shall be withheld until the fee or fine is discharged. The enrolling school district shall be notified that the transcript is being withheld due to an outstanding fee or fine. At the time of transfer of the records, the parent or adult student may receive a copy of the records at his/her expense, if requested, and shall have an opportunity to challenge the contents of the records. Parents shall be advised through the annual Student Rights and Responsibilities Handbook that student records shall be released to another school where the student has enrolled or intends to enroll.

Other Persons and Organizations

Prospective employers may request to review the transcript of a student. Each student shall be advised at least annually that such requests shall be honored only upon a signed release of the student. Information contained in the cumulative folder and supplementary records of a student shall be released to persons and organizations other than the student, parent, staff and other districts only with the written consent of the parent or adult student with the following exceptions:

- A. Directory information may be released publicly without consent upon the condition that the parent or adult student be notified annually of the school's intention to release such information and be provided the opportunity to indicate that such information is not to be released without prior consent. Such information shall not be released for commercial reasons. Directory information is defined as the student's name, ~~photograph~~ **addresses (personal residence and email)**, telephone number, date and place of birth, **grade level**, dates of attendance, **images (photo, video)**, participation in officially recognized activities and sports, weight and height of members of athletic teams, ~~dates of attendance~~, diplomas and awards received, the most recent previous school attended, **and parent(s) name, parent(s) email**. The actual residential addresses of participants in the state Address Confidentiality Program will not be available for release as directory information.
- B. Information may be released to authorized representatives of the comptroller general of the United States, the commissioner of education, and/or an administrative head of an education agency or state education authorities in connection with the audit and

evaluation of federally supported education programs, or in connection with the enforcement of the federal legal requirements for such programs.

- C. Information may be released to state and local officials to whom such information is specifically required to be reported or disclosed pursuant to Washington state statute (examples: reporting child abuse or referrals to juvenile court for truancy).
- D. Information may be released to organizations conducting studies for educational agencies for the purpose of developing, validating or administering predictive tests or improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than the representatives of such organizations and if such information shall be destroyed when no longer needed for the purpose for which it has been gathered.
- E. Information may be released in compliance with a judicial order or lawfully issued subpoena, upon condition that a reasonable effort was made to notify the parent or adult student in advance of such compliance.
- F. Information may be released to appropriate persons and agencies in connection with an emergency to protect the health or safety of the student or other persons.

When information from a student's record, other than directory information, is released to any person or organization other than staff, a record of such release shall be maintained as part of the specific record involved. Telephone requests for information about students shall not be honored unless the identity of the caller is known and the caller is authorized to receive the information under provisions of these procedures. A record shall be made of any such release of information and placed in the student's cumulative folder. This record of access shall include date of access, name of the party granted access, and the legitimate educational interest of the party granted access

- G. A high school student may grant authority to the district permitting prospective employers to review the student's transcript.

Confidential Health Records

Confidential health records (hearing/vision tests, health and immunization status reports) should be stored in a secure area accessible only to the school health care provider, unless an appropriately executed release under Ch. 70.02 has been obtained. Such records are also covered by the Family Education Rights and Privacy Act, unless state law provides stricter protection. There is a higher standard of confidentiality for records pertaining to HIV, sexually transmitted diseases, drug or alcohol treatment, mental health treatment, family planning or abortion. Only students may authorize release of records concerning family planning or abortion, students thirteen (13) years or older control access to drug, alcohol or mental health treatment records, and students fourteen (14) years or older may deny or authorize access to records regarding HIV

or sexually transmitted diseases. The releases for information regarding sexually transmitted diseases, HIV, and drug or alcohol treatment are more restrictive than ordinary medical releases.

Challenges and Hearings

At the time of inspection and review, the parent or adult student granted access to records may challenge the appropriateness and accuracy of any record directly related to the student and may request correction or deletion. Custodians (teacher, counselor, nurse, psychologist) may honor such requests by correcting or deleting records which are misleading, violative of privacy, or inaccurate provided that the senior custodian (principal or department head) concurs.

If the requested correction or deletion is denied by the senior custodian, the parent or adult student may request an informal hearing before the superintendent, which hearing shall be held within ten (10) school days of the receipt of such request. During the hearing the superintendent shall review the facts as presented by the parent or adult student and the custodian and decide whether or not to order the requested correction or deletion. The superintendent shall send his/her written decision to the parent or adult student within ten (10) school days of the hearing.

Upon denial of correction or deletion by the superintendent, the parent or adult student may request in writing a hearing before the board, which hearing shall be conducted at its next regular meeting. During such hearing, which shall be closed to the public, the Board shall review the facts as presented by the parent or adult student and senior custodian and decide whether or not to order the requested correction or deletion. The board shall send its written decision to the parent or adult student within ten (10) school days of the hearing.

Parents or adult students challenging the appropriateness and accuracy of student records may insert a written explanation of their objections in such records.

Maintenance of Student Records

The student's principal, counselor, or teacher shall be the custodian of the cumulative folder. The principal or the student's counselor shall be the custodian of the supplementary records. Duplicate copies of all guidance case study reports and reports from nonschool agencies contained in a student's supplementary record may be maintained in the district office under the supervision of the superintendent.

Custodians shall:

- A. Maintain only those records authorized by these procedures;
- B. Safeguard student records from unauthorized use and disposition;
- C. Maintain access records;
- D. Honor access requests for parent or adult student;

- E. Delete or correct records upon approval of the senior custodian or upon order of the superintendent or the board; and
- F. Follow the records review schedule and procedures established by the senior custodian.

Senior custodians may assume the duties of custodians and shall:

- A. Request student records from other schools;
- B. Maintain security of student records;
- C. Transfer, destroy and expunge records as permitted;
- D. Supervise activities of their custodians;
- E. Conduct informal hearings and grant or deny approval of corrections or deletions requested by parents or adult students;
- F. Establish records review schedules and procedures for their respective schools or departments in accordance with procedures governing records disposition (psychological test scores shall be reviewed annually to determine their relevance to the continuing educational needs of the student);
- G. Upon transfer of the student to the next level (elementary to middle school, middle school to high school) or upon graduation or transfer outside the district, remove for retention, preservation or destruction in accordance with applicable disposition procedures any records no longer pertinent to educational program placement; and
- H. Certify to the district records custodian by June 30 of each year the following:
 - 1. Only records pertinent to educational program placement are being maintained, unless otherwise authorized by law, and
 - 2. Required reviews have been accomplished.

The district records custodian shall provide overall supervision of student records management and control, and shall enforce the student records policy and the administrative procedures.

Disposition of Student Records

The permanent student record shall serve as the record of the student's school history and academic achievement. Permanent records filed in the student's cumulative folder are to be extracted and retained before disposition of the folder.

When a student transfers to another school in the district, all records including the permanent student record shall be transmitted to the other school. When a student transfers to a school outside of the district, the senior custodian shall purge the cumulative folder of all nonofficial, extraneous information. A copy of all records will be sent to the requesting school, unless the student has an outstanding fee or fine. In those instances the enrolling school shall be provided with information regarding the student's academic, special placement, immunization history and discipline records within two (2) school days, and the records shall be sent as soon as possible. The official transcript shall be withheld until the fee or fine is discharged. The enrolling school district shall be notified that the transcript is being withheld due to an outstanding fee or fine. The cumulative folder for an elementary or middle school student who leaves the district shall be maintained for two (2) years after discontinuance of enrollment in the district.

Cumulative folders and supplementary records of high school students will be retained according to the Washington State Records Retention Schedule. ~~Cumulative folders of high school students shall be retained for two (2) years after graduation from high school or for 2 years after discontinuance of high school enrollment.~~ In all cases, the student's permanent record card shall be retained in perpetuity by the district. ~~Contents of a student's supplementary records shall be maintained for two (2) years.~~ At the time a student graduates from school or ceases to need special educational services, the parent or adult student shall be informed that record information regarding the disabling condition is no longer needed.

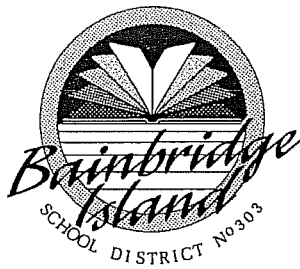
When informing the parent or adult student about his/her rights regarding such records, the district shall advise the parent or adult student that the information may be needed by the student or the parent to establish eligibility for certain adult benefits, e.g., social security. At the parent's or adult student's request, the record information relating to the disabling condition shall be destroyed.

A parent or adult student, at his/her expense, may receive a copy of all records to be transmitted to another district.

Large Scale Destruction of Student Records

After exercising care in accordance with that contained in the previous section (Disposition of Student Records), the senior custodian shall bundle all records and send them to the district office. Each bundle shall be plainly marked "Student Records—for Destruction," dated and signed by the senior custodian. A summary sheet shall be completed and retained in the office. The sheet shall indicate: "As of this date, I have determined that the following records may be destroyed in accordance with district and state requirements and have submitted them for destruction." The summary sheet shall be dated and signed by the senior custodian.

BOARD OF DIRECTORS
Patty Fielding
Mary Curtis
Mike Spence
Tim Kinkead
Mev Hoberg



SUPERINTENDENT
Faith A. Chapel

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

Board of Directors Meeting
June 27, 2013

CONSENT AGENDA

1. Vouchers

| | |
|--|---------------|
| ➤ General Fund Voucher | \$ 293,805.00 |
| ➤ Associated Student Body Fund Voucher | \$ 89,692.19 |
| ➤ Capital Projects Fund Voucher | \$ 39,991.82 |

SCHOOL BOARD OF DIRECTORS

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, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

On June 27, 2013, the board, by a _____ vote, approves payments, totaling \$293,805.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF A/P Warrants:
Warrant Numbers 2008137 through 2008284, totaling \$293,805.00

| | |
|--------------------|--------------------|
| Secretary _____ | Board Member _____ |
| Board Member _____ | Board Member _____ |
| Board Member _____ | Board Member _____ |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 2008137 | 3WIRE RESTAURANT APPLIANCE | 06/28/2013 | 299.84 |
| 2008138 | ACE HARDWARE | 06/28/2013 | 613.58 |
| 2008139 | ADMIN REVOLVING FUND | 06/28/2013 | 3,349.24 |
| 2008140 | ADVANCED RENTAL & SALES | 06/28/2013 | 2,011.82 |
| 2008141 | ADVANTAGE GLASS AND POLISH INC | 06/28/2013 | 238.92 |
| 2008142 | Amestoy, Margot E | 06/28/2013 | 297.00 |
| 2008143 | Ande, Reese A | 06/28/2013 | 180.80 |
| 2008144 | AP EXAMS | 06/28/2013 | 65,839.00 |
| 2008145 | APP ASSOCIATED PETROLEUM PROD | 06/28/2013 | 9,624.88 |
| 2008146 | ARAMARK UNIFORM SERVICES | 06/28/2013 | 65.59 |
| 2008147 | ARTHUR J GALLAGHER RISK MGMT S | 06/28/2013 | 100.00 |
| 2008148 | BAINBRIDGE ISLAND HISTORICAL M | 06/28/2013 | 104.00 |
| 2008149 | BAINBRIDGE RENTALS | 06/28/2013 | 93.97 |
| 2008150 | BAINBRIDGE COMMUNITY DEVELOPME | 06/28/2013 | 750.00 |
| 2008151 | BAINBRIDGE ISLAND REVIEW | 06/28/2013 | 48.00 |
| 2008152 | Ball, Teresa Lynn Campbell | 06/28/2013 | 23.72 |
| 2008153 | BANK OF AMERICA | 06/28/2013 | 121.09 |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 2008154 | BELLEVUE COMMUNITY COLLEGE | 06/28/2013 | 307.62 |
| 2008155 | BLICK ART MATERIALS | 06/28/2013 | 1,307.86 |
| 2008156 | BSD API ADVANCED PLACEMENT PR | 06/28/2013 | 1,500.00 |
| 2008157 | BUILDERS HARDWARE & SUPPLY | 06/28/2013 | 1,145.43 |
| 2008158 | Burlingame, Jennifer M | 06/28/2013 | 53.71 |
| 2008159 | CAMP INDIANOLA | 06/28/2013 | 1,578.00 |
| 2008160 | CASCADIA INTERNATIONAL LLC | 06/28/2013 | 2,457.65 |
| 2008161 | CATHERINE GOLDSTON | 06/28/2013 | 1,530.00 |
| 2008162 | CDW-G | 06/28/2013 | 8,827.23 |
| 2008163 | CENTURYLINK | 06/28/2013 | 307.59 |
| 2008164 | CHANGING SEASONS FLORAL DESIGN | 06/28/2013 | 1,086.00 |
| 2008165 | CHILD CHILDRENS INSTITUTE FOR | 06/28/2013 | 15,160.00 |
| 2008166 | Claesson, Susan L | 06/28/2013 | 51.96 |
| 2008167 | Claiborne, Terra Nicole | 06/28/2013 | 14.85 |
| 2008168 | COMMERCIAL BRAKE & CLUTCH INC | 06/28/2013 | 2,096.48 |
| 2008169 | COURT ENGRAVERS | 06/28/2013 | 38.01 |
| 2008170 | CRYSTAL PRODUCTIONS | 06/28/2013 | 380.55 |
| 2008171 | DAIRY FRESH FARMS | 06/28/2013 | 511.76 |
| 2008172 | DATA MANAGEMENT INC | 06/28/2013 | 119.09 |
| 2008173 | DRUG FREE BUSINESS | 06/28/2013 | 56.00 |
| 2008174 | DSC INC | 06/28/2013 | 734.32 |
| 2008175 | DSHS FINANCIAL SVCS ADMIN | 06/28/2013 | 540.96 |
| 2008176 | EAGLE HARBOR BOOK CO | 06/28/2013 | 266.72 |
| 2008177 | ED SHERIDAN | 06/28/2013 | 200.00 |
| 2008178 | EDENSAW WOODS LTD | 06/28/2013 | 547.72 |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|-------------------------------|------------|--------------|
| 2008179 | Ekholm, Lorraine S | 06/28/2013 | 88.71 |
| 2008180 | Ferguson, Robin Michelle | 06/28/2013 | 11.30 |
| 2008181 | FERGUSON ENTERPRISES INC | 06/28/2013 | 591.60 |
| 2008182 | Fielding Bedell, Diane A | 06/28/2013 | 241.75 |
| 2008183 | Florian, Kenneth M | 06/28/2013 | 393.06 |
| 2008184 | FOLLETT LIBRARY RESOURCES CO | 06/28/2013 | 297.82 |
| 2008185 | FOOD SERVICES OF AMERICA | 06/28/2013 | 753.15 |
| 2008186 | GLOBAL SOURCE EDUCATION | 06/28/2013 | 1,364.00 |
| 2008187 | Goldsmith, Julie Anne | 06/28/2013 | 1,067.46 |
| 2008188 | GRAINGER | 06/28/2013 | 3,417.66 |
| 2008189 | GUARDIAN SECURITY SYSTEMS INC | 06/28/2013 | 1,599.00 |
| 2008190 | Hannon, James L | 06/28/2013 | 114.03 |
| 2008191 | HODGE PRODUCTS INC | 06/28/2013 | 23.09 |
| 2008192 | Holsman, Linda S | 06/28/2013 | 131.71 |
| 2008193 | Houk, Robert R | 06/28/2013 | 81.32 |
| 2008194 | Hruska, Seana Kathleen | 06/28/2013 | 21.70 |
| 2008195 | ISLAND EDUCATIONAL SERVICES | 06/28/2013 | 1,235.00 |
| 2008196 | ISLAND UTILITY | 06/28/2013 | 517.27 |
| 2008197 | ISLANDWOOD | 06/28/2013 | 22,482.50 |
| 2008198 | IVOXY CONSULTING LLC | 06/28/2013 | 4,363.55 |
| 2008199 | JODY WIENCEK | 06/28/2013 | 3,000.00 |
| 2008200 | Johnson, Steven | 06/28/2013 | 99.76 |
| 2008201 | JW PEPPER & SON INC | 06/28/2013 | 1,099.77 |
| 2008202 | KARLA ZIMMERMAN | 06/28/2013 | 150.00 |
| 2008203 | KCDA | 06/28/2013 | 1,625.83 |

| check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 2008204 | KELVIN LP | 06/28/2013 | 2,708.21 |
| 2008205 | KITSAP SUN - ADVERTISING REMIT | 06/28/2013 | 58.25 |
| 2008206 | KITSAP TRACTOR & EQUIPMENT | 06/28/2013 | 57.49 |
| 2008207 | LAY & CUYKENDALL | 06/28/2013 | 697.00 |
| 2008208 | LEADER SERVICES | 06/28/2013 | 7.00 |
| 2008209 | Ledbetter, Jennifer | 06/28/2013 | 166.00 |
| 2008210 | Lolley, Cathryn M | 06/28/2013 | 45.91 |
| 2008211 | Mann, Perry N | 06/28/2013 | 12.80 |
| 2008212 | MARK STEARNEY DESIGN | 06/28/2013 | 450.00 |
| 2008213 | MAYDA & SONS MECHANICAL | 06/28/2013 | 278.29 |
| 2008214 | McCassey, Lisa Elizabeth | 06/28/2013 | 32.95 |
| 2008215 | McKay, Heidi L | 06/28/2013 | 179.68 |
| 2008216 | MECHANICAL SALES INC | 06/28/2013 | 484.17 |
| 2008217 | Medina, Karina Patino | 06/28/2013 | 13.11 |
| 2008218 | METALIFEROUS INC | 06/28/2013 | 42.00 |
| 2008219 | NASCO MODESTO | 06/28/2013 | 387.05 |
| 2008220 | NATUREBRIDGE | 06/28/2013 | 6,880.00 |
| 2008221 | NCTE NATIONAL COUNCIL OF TEAC | 06/28/2013 | 75.00 |
| 2008222 | Neuhauser, Janet M | 06/28/2013 | 61.02 |
| 2008223 | Nickel, Joanne K | 06/28/2013 | 50.86 |
| 2008224 | NORA SYSTEMS INC | 06/28/2013 | 263.90 |
| 2008225 | OESD 114 OLYMPIC ESD 114 | 06/28/2013 | 8,374.52 |
| 2008226 | OFFICE DEPOT | 06/28/2013 | 294.34 |
| 2008227 | Olson, Thomas J | 06/28/2013 | 85.00 |
| 2008228 | OLYMPIC GLASS INC | 06/28/2013 | 1,831.48 |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|-------------------------------|------------|--------------|
| 2008229 | OLYMPIC SPRINGS INC | 06/28/2013 | 95.40 |
| 2008230 | OLYMPIC PRINTER RESOURCES INC | 06/28/2013 | 398.34 |
| 2008231 | PACIFICA LAW GROUP | 06/28/2013 | 2,639.50 |
| 2008232 | Paeth, Janet L | 06/28/2013 | 38.42 |
| 2008233 | PANDA LAB INC | 06/28/2013 | 12.87 |
| 2008234 | PAPER PRODUCTS ETC | 06/28/2013 | 366.53 |
| 2008235 | PERMA BOUND | 06/28/2013 | 1,088.06 |
| 2008236 | PETTY CASH/WMS/LAUREL WATSON | 06/28/2013 | 37.33 |
| 2008237 | PETTY CASH/SAKAI/PEG CHAPMAN | 06/28/2013 | 18.65 |
| 2008238 | PHELPS TIRE CO | 06/28/2013 | 6,276.63 |
| 2008239 | Pitinga, Maureen Frances | 06/28/2013 | 105.79 |
| 2008240 | PITNEY BOWES | 06/28/2013 | 699.29 |
| 2008241 | PITNEY BOWES | 06/28/2013 | 299.09 |
| 2008242 | PLATT ELECTRIC | 06/28/2013 | 6.71 |
| 2008243 | PROBUILD COMPANY LLC | 06/28/2013 | 435.06 |
| 2008244 | PSESD PUGET SOUND ESD | 06/28/2013 | 725.00 |
| 2008245 | PUGET SOUND ENERGY | 06/28/2013 | 37,865.85 |
| 2008246 | QUALITY INN | 06/28/2013 | 77.56 |
| 2008247 | QUILL | 06/28/2013 | 93.42 |
| 2008248 | Reese, Patricia E | 06/28/2013 | 33.56 |
| 2008249 | RICOH USA PROGRAM PROVIDED BY | 06/28/2013 | 187.25 |
| 2008250 | Roger, Joanna | 06/28/2013 | 1,060.00 |
| 2008251 | Rothbaum, Jeremy A | 06/28/2013 | 3.39 |
| 2008252 | SAFEWAY | 06/28/2013 | 669.67 |
| 2008253 | Sanman, R Greg | 06/28/2013 | 186.40 |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 2008254 | SARGENT-WELCH SCIENTIFIC | 06/28/2013 | 76.27 |
| 2008255 | SCHOOL OUTFITTERS | 06/28/2013 | 283.99 |
| 2008256 | SEATTLE AQUARIUM | 06/28/2013 | 1,359.00 |
| 2008257 | Seemueller, James P | 06/28/2013 | 8.75 |
| 2008258 | Shockley, David R | 06/28/2013 | 79.98 |
| 2008259 | SKATELAND ROLLER SKATING RINK | 06/28/2013 | 1,150.00 |
| 2008260 | Sparks, Laura L | 06/28/2013 | 337.41 |
| 2008261 | STATE AUDITOR OFFICE | 06/28/2013 | 5,505.19 |
| 2008262 | SUNBELT STAFFING LLC | 06/28/2013 | 2,304.00 |
| 2008263 | TED BROWN MUSIC CO | 06/28/2013 | 342.29 |
| 2008264 | THATS A SOME PIZZA | 06/28/2013 | 219.26 |
| 2008265 | TIGERDIRECT INC | 06/28/2013 | 93.33 |
| 2008266 | Tjemsland, Kristine | 06/28/2013 | 194.55 |
| 2008267 | TUCKER CONSULTING LLC | 06/28/2013 | 625.00 |
| 2008268 | Ukich, Lynne Kathryn | 06/28/2013 | 21.67 |
| 2008269 | UNIVERSITY OF WASHINGTON/PSWP | 06/28/2013 | 650.00 |
| 2008270 | US BANK CORP PAYMENT SYSTEM | 06/28/2013 | 21,459.95 |
| 2008271 | US POSTMASTER C/O CMRS-PB | 06/28/2013 | 963.00 |
| 2008272 | VANDEBERG JOHNSON & GANDARA,L | 06/28/2013 | 2,231.00 |
| 2008273 | VERIZON WIRELESS | 06/28/2013 | 380.40 |
| 2008274 | von Reis Crooks, Evelyn | 06/28/2013 | 12.37 |
| 2008275 | WA ST DPT REV-LEASEHOLD EXCISE | 06/28/2013 | 25.68 |
| 2008276 | WALTER E NELSON CO | 06/28/2013 | 6,056.32 |
| 2008277 | WASBO WASH ASSOC SCHOOL BUSINE | 06/28/2013 | 395.00 |
| 2008278 | WASHINGTON ACCESS FUND | 06/28/2013 | 65.16 |

| check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|------------------------|-------------------------|--------------|
| 2008279 | Weldy, Theresa Share | 06/28/2013 | 14.58 |
| 2008280 | WESTBAY AUTO PARTS | 06/28/2013 | 1,127.18 |
| 2008281 | WESTSIDE PIZZA | 06/28/2013 | 1,040.94 |
| 2008282 | WITT COMPANY INC | 06/28/2013 | 338.99 |
| 2008283 | Young, Ann M S D | 06/28/2013 | 37.75 |
| 2008284 | Zonoff, Katherine Anne | 06/28/2013 | 98.19 |
| 148 | Computer | Check(s) For a Total of | 293,805.00 |

| | | | | |
|-----------|-----|--|-----------------------|------------|
| | 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 |
| | 148 | Computer | Checks For a Total of | 293,805.00 |
| Total For | 148 | Manual, Wire Tran, ACH & Computer Checks | | 293,805.00 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | Net Amount | | 293,805.00 |

F U N D S U M M A R Y

| Fund | Description | Balance Sheet | Revenue | Expense | Total |
|------|--------------|---------------|----------|------------|------------|
| 0 | General Fund | -482.62 | 1,443.41 | 292,844.21 | 293,805.00 |

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, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of June 27, 2013, the board, by a _____ vote, approves payments, totaling \$89,692.19. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB A/P Warrants:
Warrant Numbers 4000948 through 4000989, totaling \$89,692.19

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

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|-------------------------------|------------|--------------|
| 4000948 | ANTIOCH COLLEGE | 06/28/2013 | 1,000.00 |
| 4000949 | BAINBRIDGE ISLAND SD #303 | 06/28/2013 | 10,855.00 |
| 4000950 | BAINBRIDGE HIGH SCHOOL ASB | 06/28/2013 | 1,901.16 |
| 4000951 | BAINBRIDGE HIGH SCHOOL (GF) | 06/28/2013 | 1,651.25 |
| 4000952 | BERKLEE COLLEGE OF MUSIC | 06/28/2013 | 500.00 |
| 4000953 | BISD FOOD SERVICES | 06/28/2013 | 271.00 |
| 4000954 | COURT ENGRAVERS | 06/28/2013 | 521.86 |
| 4000955 | CRYSTAL CLEANERS | 06/28/2013 | 59.62 |
| 4000956 | EASTBAY INC | 06/28/2013 | 136.85 |
| 4000957 | EXPERIENCE LEARNING COMMUNITY | 06/28/2013 | 1,000.00 |
| 4000958 | FRANKLIN & MARSHALL COLLEGE | 06/28/2013 | 1,000.00 |
| 4000959 | GEORGETOWN UNIVERSITY | 06/28/2013 | 4,000.00 |
| 4000960 | INN AT SALMON CREEK | 06/28/2013 | 287.04 |
| 4000961 | KIMMEL ATHLETIC SUPPLY | 06/28/2013 | 105.50 |
| 4000962 | LOYOLA UNIVERSITY - CHICAGO | 06/28/2013 | 4,000.00 |
| 4000963 | MERCER ISLAND SCHOOL DISTRICT | 06/28/2013 | 121.14 |
| 4000964 | MIDDLEBURY COLLEGE | 06/28/2013 | 1,000.00 |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 4000965 | NASSP NATL ASSOC OF SECONDARY | 06/28/2013 | 239.05 |
| 4000966 | NORTHEASTERN UNIVERSITY | 06/28/2013 | 1,500.00 |
| 4000967 | NORTHWESTERN UNIVERSITY | 06/28/2013 | 1,500.00 |
| 4000968 | OFFICE DEPOT | 06/28/2013 | 21.08 |
| 4000969 | OLYMPIC PHOTO GROUP LLC | 06/28/2013 | 2,585.01 |
| 4000970 | OMNI CHEER | 06/28/2013 | 2,241.70 |
| 4000971 | QUALITY INN | 06/28/2013 | 775.80 |
| 4000972 | RANDOLPH COLLEGE | 06/28/2013 | 4,000.00 |
| 4000973 | RITE AID DRUG STORE | 06/28/2013 | 92.31 |
| 4000974 | SAFEWAY | 06/28/2013 | 74.51 |
| 4000975 | SAN DIEGO STATE UNIVERSITY | 06/28/2013 | 5,000.00 |
| 4000976 | SCRIPPS COLLEGE | 06/28/2013 | 1,500.00 |
| 4000977 | SEATTLE CHILDRENS HOSPITAL | 06/28/2013 | 2,986.11 |
| 4000978 | SOUND PUBLISHING | 06/28/2013 | 1,477.34 |
| 4000979 | SOUTHERN METHODIST UNIVERSITY | 06/28/2013 | 1,500.00 |
| 4000980 | THATS A SOME PIZZA | 06/28/2013 | 64.03 |
| 4000981 | TOWN & COUNTRY MARKET | 06/28/2013 | 292.08 |
| 4000982 | UNIVERSITY OF SOUTH CAROLINA | 06/28/2013 | 4,000.00 |
| 4000983 | UNIVERSITY OF ARIZONA | 06/28/2013 | 500.00 |
| 4000984 | VARSITY SPIRIT FASHIONS | 06/28/2013 | 8,402.15 |
| 4000985 | VIRGINIA MASON CLINIC | 06/28/2013 | 279.01 |
| 4000986 | WALSWORTH PUBLISHING CO | 06/28/2013 | 20,223.85 |
| 4000987 | WESTERN WASHINGTON UNIVERSITY | 06/28/2013 | 1,500.00 |
| 4000988 | WESTSIDE PIZZA | 06/28/2013 | 137.74 |
| 4000989 | WIAA WA INTERSCHOLASTIC ACTIVI | 06/28/2013 | 390.00 |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|-------------|-------------------------|--------------|
| 42 | Computer | Check(s) For a Total of | 89,692.19 |

| | | | | |
|-----------|----|--|-----------------------|-----------|
| | 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 |
| | 42 | Computer | Checks For a Total of | 89,692.19 |
| Total For | 42 | Manual, Wire Tran, ACH & Computer Checks | | 89,692.19 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | Net Amount | | 89,692.19 |

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, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

On June 27, 2013, the board, by a _____ vote, approves payments, totaling \$39,991.82. The payments are further identified in this document.

Total by Payment Type for Cash Account, CP A/P Warrants:
Warrant Numbers 4655 through 4659, totaling \$39,991.82

| | |
|--------------------|--------------------|
| Secretary _____ | Board Member _____ |
| Board Member _____ | Board Member _____ |
| Board Member _____ | Board Member _____ |

| Check Nbr | Vendor Name | Check Date | Check Amount |
|-----------|----------------------------|------------|--------------|
| 4655 | AES CONSULTANTS INC | 06/28/2013 | 5,900.00 |
| 4656 | CLOUD SHERPAS INC | 06/28/2013 | 1,395.00 |
| 4657 | GRAINGER | 06/28/2013 | 45.65 |
| 4658 | Josephson, Nancy Ruth | 06/28/2013 | 103.75 |
| 4659 | LENOVO (UNITED STATES) INC | 06/28/2013 | 32,547.42 |

| | | | |
|---|----------|-------------------------|-----------|
| 5 | Computer | Check(s) For a Total of | 39,991.82 |
|---|----------|-------------------------|-----------|