

# BAINBRIDGE ISLAND SCHOOL DISTRICT

## SCHOOL BOARD MEETING AGENDA

**Date:** July 25, 2013  
**Time:** 5:30 p.m.  
**Place:** Board Room – Commodore Campus

### **Board of Directors**

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

**Call to Order** (5)

**Public Comment** (5)

**Superintendent's Report** (10)

**Board Reports** (10)

### **Presentations**

A. Preliminary Budget for Fiscal Year 2013/2014 (10)  
*Action: Information Only*

B. Monthly Financial Report (10)  
*Action: Information Only*

C. Technology Levy Planning & Monthly Report (20)  
*Action: Information Only*

D. Monthly Capital Projects Report (10)  
*Action: Information Only*

E. Wilkes Elementary Project – Water Easement Agreement (10)  
*Action: Board Approval*

F. Wilkes Elementary Project – Bill of Sale (10)  
*Action: Board Approval*

G. Award of Bid – Woodward Fields Project (10)  
*Action: Board Approval*

I. New Policy 2414: Community Service (First Reading) (10)  
*Action: Board Approval*

**Personnel Actions** (5)

**Consent Agenda** (5)

**Projected Adjournment** 7:45 PM

Possible Executive Session

BOARD OF DIRECTORS

Mary Curtis  
Mike Spence  
Tim Kinkad  
Patty Fielding  
Mev Hoberg



SUPERINTENDENT

Faith A. Chapel

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

MEMORANDUM

To: Faith Chapel, Superintendent Date: July 17, 2013  
From: Peggy Paige, Director of Business Services  
RE: Monthly Financial Reports – June

Attached are the financial reports for the month ending June 30, 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 June 30 were \$31 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 budget estimates in tuitions/fees, donations and rental revenue. Some of these increased revenues are associated with increased expenditures levels (rentals, PTO purchases, AP testing fees). State revenues for both Basic Ed and Special Ed are consistent with state funding based on the actual average enrollment. 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 June 30 total \$30.1 million and are below the expected average.

Total expense for Regular (Basic) Education is 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 (supported with donations and fees). Expenditures for Extracurricular salaries are expected to exceed budget estimates due to extended play for several sports.

Total special education costs 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/equipment but expenditures are not expected to exceed total funding by year end.

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 is expected to be slightly under budget if diesel costs remain stable. 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. Utility expenditures are currently well below the average with savings anticipated in propane, water/sewer, stormwater fees and telephone expense. Food Service expense is expected to end the year under budget estimates (with a corresponding decrease in revenues). Maintenance is in line with budget estimates after the reimbursement by the Capital Projects Fund. Information Services is up from prior year but still in line with budget estimates. Recent purchases will be reimbursed with Tech Levy funds in August. 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 June was \$973,623. As of June 30, 2013, the closing cash balance in the General Fund was \$3,913,158. Projected year end cash balance is \$2.9 million.

**GENERAL FUND**  
**Summary of Revenues & Expenses**  
**June 30, 2013**

	Jun-13 Actual YTD \$	% Incr/Decr prior year	Jun-12 Actual YTD \$	Annual Budget Budget	% YTD	Avg %
<b>Revenues - By Revenue Source</b>						
Local Taxes	8,688,102	-0.8%	8,760,421	8,700,000	99.9%	99.0%
Local Nontax	3,369,162	4.0%	3,239,964	3,085,400	109.2%	92.6%
State, General Purpose						
Basic Education	14,881,746	1.0%	15,047,112	18,485,000	80.5%	79.7%
Special Education	314,517	3.4%	304,257	400,000	78.6%	80.0%
State, Special Purpose						
Special Education	1,842,160	-1.5%	1,869,586	2,700,000	68.2%	77.3%
Transportation	674,280	0.6%	670,034	830,000	81.2%	80.0%
Other	306,882	33.5%	229,933	541,655	56.7%	66.5%
Federal, Special Purpose	997,232	10.4%	903,222	1,296,000	76.9%	73.2%
<b>TOTAL</b>	<b>31,074,081</b>	<b>0.2%</b>	<b>31,024,529</b>	<b>36,038,055</b>	<b>86.2%</b>	<b>84.4%</b>
	Actual YTD \$	% Incr/Decr prior year	Actual YTD \$	Budget	% YTD	Avg %
<b>Expenses - By program code</b>						
Regular Instruction*						
Teaching	13,191,668	0.9%	13,074,016	16,347,611	80.7%	82.0%
Principal	1,846,860	3.0%	1,792,338	2,208,640	83.6%	83.7%
Guidance/Counseling	838,379	-2.6%	860,665	1,017,360	82.4%	82.1%
Learning Resources	550,512	-3.8%	572,113	614,274	89.6%	82.1%
Extracurricular	630,880	-11.6%	713,409	648,860	97.2%	90.2%
Other	777,757	-0.1%	778,527	1,187,696	65.5%	84.9%
<b>Total Regular (Basic) Ed.</b>	<b>17,836,056</b>	<b>0.3%</b>	<b>17,791,067</b>	<b>22,024,441</b>	<b>81.0%</b>	<b>82.6%</b>
Special Education						
Teaching	3,168,863	-0.5%	3,184,156	3,511,131	90.3%	83.1%
Other	1,280,678	4.3%	1,227,496	1,614,592	79.3%	83.8%
<b>Total Special Ed.</b>	<b>4,449,541</b>	<b>0.9%</b>	<b>4,411,652</b>	<b>5,125,723</b>	<b>86.8%</b>	<b>83.3%</b>
Vocational Education	797,954	7.3%	743,996	909,713	87.7%	83.3%
Compensatory Education	369,294	32.3%	279,066	638,581	57.8%	72.0%
Other Instruction	42,018	41.0%	29,809	89,359	47.0%	62.4%
Support Services						
Transportation/Motor Pool	1,177,421	-6.5%	1,258,876	1,402,018	84.0%	86.0%
Operation Buildings	1,234,064	7.5%	1,148,296	1,314,784	93.9%	82.0%
Utilities	915,007	-14.1%	1,064,879	1,550,000	59.0%	85.7%
Food Services*	805,950	-0.3%	808,432	1,003,503	80.3%	85.2%
Maint/Grounds*	674,050	-0.3%	676,039	829,037	81.3%	83.8%
Information Services	550,152	19.7%	459,599	639,278	86.1%	85.2%
Central Office	1,011,923	1.7%	994,721	1,372,758	73.7%	84.3%
Other	272,845	-16.2%	325,649	300,371	90.8%	89.2%
<b>Total Support Services</b>	<b>6,641,411</b>	<b>-1.4%</b>	<b>6,736,490</b>	<b>8,411,749</b>	<b>79.0%</b>	<b>84.7%</b>
<b>TOTAL</b>	<b>30,136,275</b>	<b>0.5%</b>	<b>29,992,081</b>	<b>37,199,566</b>	<b>81.0%</b>	<b>83.0%</b>
Excess (Deficiency) of Revenues over Expenditures	937,806		1,032,448	(1,161,511)		

# GENERAL FUND CASH FLOW FORECAST 2012-13

## June 2013

	Actual March	Actual April	Actual May	Actual June	Projected July	Projected August	Budget 2012-13
<b>OPENING CASH BALANCE</b>							
Imprest	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00		
Cash on hand	95,860.85	130,293.99	123,325.47	134,841.88	34,412.97		
Cash on deposit	1,198,439.18	1,804,358.17	3,998,348.09	2,680,034.69	1,287,616.10		
Warrants outstanding	(1,040,281.60)	(1,049,946.43)	(1,024,285.82)	(1,179,266.37)	(1,161,390.75)		
Investments	2,241,299.58	2,242,381.91	2,243,393.65	3,244,371.87	3,745,720.35		
<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>3,913,158.67</i>	<i>3,137,484.36</i>	
<b>Cash Inflows</b>							
Local taxes	488,555.92	2,849,864.71	1,016,878.32	53,614.71	20,619.79	20,733.16	8,700,000.00
Local Support nontax	839,515.42	220,728.39	242,253.46	546,591.09	7,591.11	11,016.57	3,085,400.00
State, general purpose	1,704,294.56	1,699,813.31	1,034,500.61	1,128,093.52	1,900,150.68	1,893,362.53	18,885,000.00
State, special purpose	299,076.07	303,842.88	198,928.17	187,528.57	373,775.77	647,360.79	3,796,655.00
Federal, general purpose	-	-	-	-	-	-	
Federal, special purpose	87,075.08	124,233.18	115,114.37	98,849.12	122,454.02	231,526.09	1,296,000.00
Other Financing Sources	28,065.68	-	-	23,031.09	-	20,000.00	275,000.00
Adjustments (accruals, receivables due)		52,292.50	6,613.75	1,868.75		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>2,039,576.85</i>	<i>2,424,591.36</i>	<i>2,918,999.14</i>	<i>36,038,055.00</i>
<b>Cash Outflows</b>							
Regular Instruction	(1,727,147.58)	(1,782,160.68)	(1,787,066.76)	(1,908,856.36)	(1,773,588.19)	(1,990,334.64)	22,024,437.00
Special Education Instruction	(450,708.93)	(453,462.69)	(460,455.43)	(450,114.10)	(450,921.86)	(455,823.33)	5,125,723.00
Vocational Education Instruction	(91,214.21)	(73,939.10)	(73,965.59)	(91,967.90)	(88,566.79)	(67,597.89)	909,715.00
Compensatory Education Instruction	(34,413.55)	(42,133.77)	(34,822.04)	(40,505.70)	(100,435.02)	(145,832.04)	638,581.00
Other Instructional Programs	(6,264.97)	(4,740.60)	(3,563.17)	(4,447.86)	(18,265.72)	(15,029.83)	89,359.00
Support services	(503,424.39)	(680,609.17)	(775,809.52)	(460,334.07)	(768,488.10)	(556,337.59)	8,411,751.00
Adjustments (accruals, payables due)	(1,639.47)	(35.21)	60,594.51	(56,974.26)	-	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>(3,013,200.25)</i>	<i>(3,200,265.68)</i>	<i>(3,130,955.33)</i>	<i>37,199,566.00</i>
<b>Net change in cash balance</b>	<b>631,769.63</b>	<b>2,213,693.75</b>	<b>(460,799.32)</b>	<b>(973,623.40)</b>	<b>(775,674.31)</b>	<b>(211,956.19)</b>	<b>(1,161,511.00)</b>
<b>CLOSING CASH BALANCE</b>	<b>3,133,887.64</b>	<b>5,347,581.39</b>	<b>4,886,782.07</b>	<b>3,913,158.67</b>	<b>3,137,484.36</b>	<b>2,925,528.17</b>	
Composition of closing cash balance							
Imprest	6,800.00	6,800.00	6,800.00	6,800.00			
Cash on hand	130,293.99	123,325.47	134,841.88	34,412.97			
Cash on deposit	1,804,358.17	3,998,348.09	2,680,034.69	1,287,616.10			
Warrants outstanding	(1,049,946.43)	(1,024,285.82)	(1,179,266.37)	(1,161,390.75)			
Investments	2,242,381.91	2,243,393.65	3,244,371.87	3,745,720.35			
<i>Total closing cash balance</i>	<i>3,133,887.64</i>	<i>5,347,581.39</i>	<i>4,886,782.07</i>	<i>3,913,158.67</i>	<i>-</i>	<i>-</i>	

## GENERAL FUND CASH FLOW FORECAST 2012-13

June 2013

	Actual August	Actual September	Actual October	Actual November	Actual December	Actual January	Actual February
<b>OPENING CASH BALANCE</b>							
Imprest	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00
Cash on hand	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>
<b>Cash Inflows</b>							
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>
<b>Cash Outflows</b>							
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>
<b>Net change in cash balance</b>	<b>(188,866.98)</b>	<b>(477,757.09)</b>	<b>1,840,830.21</b>	<b>(592,309.38)</b>	<b>(395,595.24)</b>	<b>(622,069.90)</b>	<b>(496,209.20)</b>
<b>CLOSING CASH BALANCE</b>	<b>3,245,228.61</b>	<b>2,767,471.52</b>	<b>4,608,301.73</b>	<b>4,015,992.35</b>	<b>3,620,397.11</b>	<b>2,998,327.21</b>	<b>2,502,118.01</b>
<b>Composition of closing cash balance</b>							
Imprest	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00
Cash on hand	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**

30-Jun-13

	Jun-13 YTD Actual	2012-13 Annual Budget
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**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	31,074,081.10	36,038,055.00
Expenditure	(30,136,275.08)	(37,199,566.00)
Excess (Deficiency) of Revenues over Expenditures	937,806.02	(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	1,406,128.13	388,489.00
Total closing fund balance	3,973,028.13	1,688,489.00

**Capital Projects Fund**

Opening fund balance	10,932,862.66	14,000,000.00
Revenue	1,470,692.53	8,581,000.00
Expenditure	(5,145,419.07)	(19,151,487.00)
Reserve of bond proceeds	4,970,728.08	2,154,119.00
Reserve of levy proceeds	1,548,689.59	504,155.00
Unreserved Fund Balance	738,718.45	771,239.00
Closing fund balance	7,258,136.12	3,429,513.00

**Debt Service Fund**

Opening fund balance	2,890,986.35	2,120,000.00
Revenue	25,817,605.68	8,135,000.00
Expenditure		
Principal	(3,600,000.00)	(4,337,000.00)
Interest	(3,794,997.16)	(4,078,000.00)
Other	(17,777,555.47)	(5,000.00)
Closing fund balance	3,536,039.40	1,835,000.00

**ASB Fund**

Opening fund balance	288,671.57	383,000.00
Revenue	435,652.26	654,700.00
Expenditure	(391,911.74)	(881,619.00)
Closing fund balance	332,412.09	156,081.00

**Transportation Vehicle Fund**

Opening fund balance	174,033.89	175,000.00
Revenue		
Depreciation	-	200,000.00
Investment Earnings	806.55	3,400.00
Grant Revenue	-	-
Sale of Equipment	-	-
Expenditure	-	(150,000.00)
Closing fund balance	174,840.44	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 June, 2013

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
REVENUES/OTHER FIN. SOURCES						
000 LOCAL TAXES	8,700,000	53,614.71	8,688,102.26		11,897.74	99.86
000 LOCAL SUPPORT NONTAX	3,085,400	546,591.09	3,369,162.27		283,762.27-	109.20
000 STATE, GENERAL PURPOSE	18,885,000	1,128,093.52	15,196,262.65		3,688,737.35	80.47
000 STATE, SPECIAL PURPOSE	3,796,655	187,528.57	2,636,998.12		1,159,656.88	69.46
000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
000 FEDERAL, SPECIAL PURPOSE	1,296,000	98,849.12	997,232.41		298,767.59	76.95
000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
000 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
000 OTHER FINANCING SOURCES	275,000	23,031.09	186,323.39		88,676.61	67.75
<u>Total REVENUES/OTHER FIN. SOURCES</u>	36,038,055	2,037,708.10	31,074,081.10		4,963,973.90	86.23
EXPENDITURES						
0 Regular Instruction	21,974,502	1,908,856.36	17,836,056.22	7,324,642.47	3,186,196.69-	114.50
0 Federal Stimulus	0	.00	.00	0.00	.00	0.00
0 Special Ed Instruction	5,125,693	450,114.10	4,449,540.53	1,685,201.87	1,009,049.40-	119.69
0 Voc. Ed Instruction	955,645	91,967.90	797,954.13	271,364.58	113,673.71-	111.89
0 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
+60 Compensatory Ed Instruct.	638,581	40,505.70	369,294.42	139,477.62	129,808.96	79.67
0 Other Instructional Pgms	89,859	4,447.86	42,018.46	4,496.52	43,344.02	51.76
Community Services	30,000	.00	.00	0.00	30,000.00	0.00
Support Services	8,385,286	460,334.07	6,641,411.32	2,946,597.44	1,202,722.76-	114.34
<u>Total EXPENDITURES</u>	37,199,566	2,956,225.99	30,136,275.08	12,371,780.50	5,308,489.58-	114.27
<u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
EXCESS OF REVENUES/OTHER FIN.SOURCES						
OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)	1,161,511-	918,517.89-	937,806.02		2,099,317.02	180.74-
<u>TOTAL BEGINNING FUND BALANCE</u>	2,850,000		3,035,222.11			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	1,688,489		3,973,028.13			
<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	1,406,128.13
<u>TOTAL</u>	1,688,489	3,973,028.13

## 20--Capital Projects-- 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 June, 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	1,431,000	9,219.74	1,422,897.53		8,102.47	99.43
000 Local Support Nontax	150,000	2,585.39	47,795.00		102,205.00	31.86
000 State, General Purpose	0	.00	.00		.00	0.00
000 State, Special Purpose	0	.00	.00		.00	0.00
000 Federal, General Purpose	0	.00	.00		.00	0.00
000 Federal, Special Purpose	0	.00	.00		.00	0.00
000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
000 Other Agencies and Associates	0	.00	.00		.00	0.00
000 Other Financing Sources	7,000,000	.00	.00		7,000,000.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>8,581,000</u>	<u>11,805.13</u>	<u>1,470,692.53</u>		<u>7,110,307.47</u>	<u>17.14</u>
<u>EXPENDITURES</u>						
Sites	1,045,000	5,900.00	12,899.27	77,770.00	954,330.73	8.68
Buildings	15,317,247	259,898.68	3,828,112.51	410,990.08	11,078,144.41	27.68
Equipment	2,214,240	41,219.39	1,118,083.90	443,130.82	653,025.28	70.51
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
<u>Total EXPENDITURES</u>	<u>18,876,487</u>	<u>307,018.07</u>	<u>4,959,095.68</u>	<u>931,890.90</u>	<u>12,985,500.42</u>	<u>31.21</u>
<u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>275,000</u>	<u>23,031.09</u>	<u>186,323.39</u>			
<u>OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	<u>10,570,487-</u>	<u>318,244.03-</u>	<u>3,674,726.54-</u>		<u>6,895,760.46</u>	<u>65.24-</u>
<u>TOTAL BEGINNING FUND BALANCE</u>	<u>14,000,000</u>		<u>10,932,862.66</u>			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXXX</u>		<u>.00</u>			
<u>TOTAL ENDING FUND BALANCE</u>	<u>3,429,513</u>		<u>7,258,136.12</u>			
<u>(E+F + OR - G)</u>						

<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	4,970,728.08
/L 862 Reserve Of Levy Proceeds	504,155	1,548,689.59
/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	738,718.45
/L 890 Unassigned Fund Balance	0	.00
<u>TOTAL</u>	3,429,513	7,258,136.12

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 June, 2013

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>REVENUES/OTHER FIN. SOURCES</u>						
00 Local Taxes	7,100,000	43,669.49	7,077,555.22		22,444.78	99.68
00 Local Support Nontax	35,000	564.24	6,867.38		28,132.62	19.62
00 State, General Purpose	0	.00	.00		.00	0.00
00 Federal, General Purpose	1,000,000	.00	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	44,233.73	25,817,605.68		17,682,605.68-	317.36
<u>EXPENDITURES</u>						
Matured Bond Expenditures	4,337,000	1,505,000.00	3,600,000.00	0.00	737,000.00	83.01
Interest On Bonds	4,078,000	1,731,912.80	3,794,997.16	0.00	283,002.84	93.06
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	3,236,912.80	7,527,453.66	0.00	892,546.34	89.40
<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-	3,192,679.07-	645,053.05		930,053.05	326.33-
<u>TOTAL BEGINNING FUND BALANCE</u>	2,120,000		2,890,986.35			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	1,835,000		3,536,039.40			
<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		3,536,039.40			
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		3,536,039.40			

## 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 June, 2013

<u>REVENUES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
00 General Student Body	151,100	189.05	79,668.05		71,431.95	52.73
00 Athletics	96,500	8,184.49	96,702.51		202.51-	100.21
00 Classes	31,300	.00	17,544.00		13,756.00	56.05
00 Clubs	313,000	16,464.62	186,582.51		126,417.49	59.61
00 Private Moneys	62,800	9,700.00	55,155.19		7,644.81	87.83
<u>Total REVENUES</u>	654,700	34,538.16	435,652.26		219,047.74	66.54
<u>EXPENDITURES</u>						
00 General Student Body	211,500	12,414.81	43,873.81	1,923.07	165,703.12	21.65
00 Athletics	148,800	6,462.57	91,892.34	498.96	56,408.70	62.09
00 Classes	32,800	2,668.70	27,275.56	8,774.00	3,249.56-	109.91
00 Clubs	354,700	33,929.20	182,418.73	1,348.79	170,932.48	51.81
00 Private Moneys	133,819	34,430.26	46,451.30	0.00	87,367.70	34.71
<u>Total EXPENDITURES</u>	881,619	89,905.54	391,911.74	12,544.82	477,162.44	45.88
<u>EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	226,919-	55,367.38-	43,740.52		270,659.52	119.28-
<u>TOTAL BEGINNING FUND BALANCE</u>	383,000		288,671.57			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	156,081		332,412.09			
<u>C+D + OR - E)</u>						
<u>ENDING FUND BALANCE ACCOUNTS:</u>						
L 810 Restricted for Other Items	0		.00			
L 819 Restricted for Fund Purposes	156,081		332,412.09			
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			
<u>TOTAL</u>	156,081		332,412.09			

## 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 June, 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>
00 Local Taxes	0	.00	.00		.00	0.00
00 Local Nontax	3,400	61.52	806.55		2,593.45	23.72
00 State, General Purpose	0	.00	.00		.00	0.00
00 State, Special Purpose	200,000	.00	.00		200,000.00	0.00
00 Federal, General Purpose	0	.00	.00		.00	0.00
00 Other Agencies and Associates	0	.00	.00		.00	0.00
00 Other Financing Sources	0	.00	.00		.00	0.00
<u>TOTAL REV/OTHER FIN.SRCS (LESS TRANS)</u>	203,400	61.52	806.55		202,593.45	0.40
<u>9900 TRANSFERS IN FROM GF</u>	0	.00	.00		.00	0.00
<u>Total REV./OTHER FIN. SOURCES</u>	203,400	61.52	806.55		202,593.45	0.40
<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	61.52	806.55		52,593.45-	98.49-
<u>TOTAL BEGINNING FUND BALANCE</u>	175,000		174,033.89			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	228,400		174,840.44			
<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		174,840.44			
L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	228,400		174,840.44			

**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: July 25, 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. Note: There was an accounting error in the June 27, 2013 figures in this budget summary section. The figures below accurately reflect the correct budget status.

FY 2012/2013 Technology Levy Budget		\$1,940,044
Encumbered Purchase Orders	\$ 382,868	
Expenditures to Date	\$1,184,030	
Total Encumbrances to Date		<u>\$1,566,898</u>
FY 2012/2013 Technology Levy Budget Balance		\$ 373,146

### **Learning and Teaching**

Planning is underway for August Technology Professional Development for certificated staff. On August 26 and 27, certificated staff will be able to participate in a total of 6 hours of professional development related to the integration of technology into the teaching and learning process. Sessions are being developed that will include Google Apps for Education, Smartboard, website, data analysis with spreadsheet programs, differentiation planning using the data dashboard, Moodle 2.5, visual literacy, communication and collaboration using student Gmail accounts, the online aspects of the newly adopted My Math program, and iPad management and use. The information in these courses will also support areas identified in the Danielson Framework for Teaching.

### **Infrastructure and Staffing**

Network staff are continuing with scheduled server hardware and software replacements as well as replacing the 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**

Technology staff are in the process of replacing the desktops at the work stations for the administrative support staff at the District Office. With adequate budget capacity, we have purchased all of the computers in the current budget year rather than splitting the purchase over two budget years. This will allow us to purchase the same make and model of computer and increase efficiencies associated with training and technical support.

**Proposal for Future School Board Presentations related to Technology Project Planning**

- Revised, near-final, drafts of technology levy planning documents
- Options for measuring success of technology levy projects. (Postponed until drafts of planning documents are in a near final form.)



**2010 TECHNOLOGY LEVY**  
**2012-13 District Fiscal Year Summary**

	<b>ESTIMATED BUDGET</b>	<b>ENCUMBERED TO DATE (TOTAL AMT)</b>	<b>EXPENDITURES TO DATE</b>	<b>ENCUMBERED PO BALANCE</b>	<b>LEVY BUDGET BALANCE</b>
<b>LEARNING:</b>					
<b>Engage and Empower</b>	<b>746,500</b>				<b>125,697</b>
Hardware	676,500	571,092	381,618	189,473	105,408
Software	70,000	49,711	49,632	79	20,289
Professional Development	0	0	0	0	0
<i>Sub-total LEARNING</i>		620,803	431,250	189,552	
<b>TEACHING:</b>					
<b>Prepare and Connect</b>	<b>265,311</b>				<b>152,296</b>
Hardware	139,950	33,748	33,747	2	106,202
Software	0	0	0	0	0
Professional Development	125,361	79,267	57,427	21,840	46,094
<i>Sub-total TEACHING</i>		113,015	91,174	21,841	
<b>ASSESSMENT:</b>					
<b>Measure What Matters</b>	<b>67,500</b>				<b>6,273</b>
Hardware	0	3,537	3,537	0	(3,537)
Software	48,500	51,810	51,810	0	(3,310)
Professional Development	19,000	5,881	4,121	1,759	13,120
<i>Sub-total ASSESSMENT</i>		61,227	59,467	1,759	
<b>INFRASTRUCTURE:</b>					
<b>Access and Enable</b>	<b>359,400</b>				<b>57,191</b>
Hardware	317,500	292,928	260,306	32,622	24,572
Software	33,100	9,281	9,094	187	23,819
Professional Development	8,800	0	0	0	8,800
<i>Sub-total INFRASTRUCTURE</i>		302,209	269,400	32,808	
<b>COMMUNICATIONS + PRODUCTIVITY</b>	<b>247,880</b>				<b>17,378</b>
Hardware	101,250	117,485	69,053	48,432	(16,235)
Software	95,890	92,649	92,712	(63)	3,241
Professional Development	50,740	20,367	4,730	15,637	30,373
<i>Sub-total COMM. + PROD.</i>		230,502	166,495	64,007	
Technical Support	253,453	239,143	166,243	72,900	14,310
<i>Sub-total Technical Support</i>		239,143	166,243	72,900	
<b>= Total</b>	<b>\$ 1,940,044</b>	<b>\$1,566,898</b>	<b>\$1,184,030</b>	<b>\$382,868</b>	<b>\$373,146</b>

**BOARD OF DIRECTORS**

Patty Fielding  
Mary Curtis  
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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: July 25, 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 2006 Technology Levy set the district on a moderate course for implementation of technology. The 2010 Technology Levy, which ran for less than the 2006 Levy, allowed for maintenance of essential technology systems and existing levels of technology were maintained. Significant budget cuts in federal and state funding coupled with increased unfunded mandates, such as the requirement to participate in online based testing, further strained our resources. The incorporation of new technologies was limited during the last four years. A proposed three-year 2014 BISD Technology Levy of \$6.6 million would allow for improved student to device ratios, maintenance of existing classroom technologies, and some upgrades to infrastructure systems. The Technology Department will look for opportunities to partner with STEM, Bainbridge Schools Foundation and Curriculum and Instruction to include technology training for staff to improve student learning and maximize our technology investments.

The School District Capital Projects Technology Levy Comparisons chart has been updated to include information for some of our nearby districts with technology levies. This chart allows for a comparison of the trends from one district to another over time as well as a comparison of the spending per student per year. While the current BISD proposal before the School Board would allow the district to recover some lost ground, the spending per student is below most districts in our comparison chart.

**Technology Levy Projects 2015-2017 Summary**

This 2-page document includes an updated summary of projects that could be expected with the proposed 3-year technology levy. Option E would allow us to regain some lost ground and improve access to technology by students. Every opportunity will be taken to maximize our

technology investments with a focus on increasing staff training in the effective use of technology to improve student learning.

**Documents for upcoming School Board meetings to include:**

- Revised, near-final, drafts of technology levy planning documents
- Options for measuring success of technology levy projects. (Postponed until drafts of planning documents are in a near final form.)

**Differences between 2006 BISD Technology Levy Commitments and  
Proposed BISD 2014 Technology Levy Commitments  
Minimum of \$1.485 million**

The 2014 Technology Levy will need to accommodate the following technology-related expenses beyond what was planned in the 2006 Technology Levy. These figures are based on current estimates which may vary from what may be quoted at the time the project commences or items are purchased. The major items with cost estimates are:

1. Re-incorporate technology replacement from the 2005 Bond for the 200 Building at BHS (\$105,000)
  - a) Student computers for 2 Career and Technology Education Classrooms ( $2 \times \$45,000 = \$90,000$ )
  - b) Library computers for students ( $15 \times \$1,000 = \$15,000$ )
2. Re-incorporate technology replacement from 2009 Bond for Wilkes (\$162,500)
  - a) Student computers ( $360 \times \$1,000 = 360,000/4 = \$90,000$ )
  - b) Teaching staff computers ( $25 \times \$1100 = \$27,500$ )
  - c) Library computers for students ( $15 \times \$1,000 = \$15,000$ )
  - d) Computer lab computers for students ( $30 \times \$1,000 = \$30,000$ )
3. New areas for 2014 Technology Levy: (\$885,000 - \$935,000)
  - a) Interactive whiteboards or similar presentation technology for classrooms  
(195 classrooms (220 classrooms less 25 spaces at Wilkes)  $\times \$2000 = \$390,000$ )
  - b) Expansion of wireless network (\$100,000)
  - c) Telephone and voicemail system, district-wide, (\$350,000 - \$400,000)
  - d) Website for entire district (\$15,000/year)
4. Technology related to Assessment (\$221,400 annually)
  - e) Increased need for student computers to lessen interruption of learning time during testing
  - f) Diagnostic assessments (\$39,000/year)
  - g) Hardware specific to testing such as headphones to listen and record, mice and keyboards for computers used in the testing program, etc. (\$1,800/year)
  - h) Data integration system i.e. data dashboard (\$15,000/year)
  - i) Professional development for data analysis and developing expertise for teaching staff through data lead teachers. (\$18,000/year)
5. Continue to relieve General Fund of technology-related items (\$111,300+ annually)
  - a) Leases on copiers and printers (\$80,000/year)
  - b) Notification system (\$11,000/year)
  - c) Transportation software (\$3,500/year)
  - d) Assistive Technology Coordinator stipend (\$1,800/year)
  - e) Technical and administrative staff support (\$15,000 + /year)

## School District Capital Projects Technology Levy Comparisons

School District	2011-12 Student Enrollment	Levy Date	Duration	Total Levy Amount	Per \$1,000 AV	Per Student Per Year
Bainbridge Island	3,838	Mar 2006	4 years	\$ 6,100,000	.28-.31	\$ 397.34
		Nov 2010	4 years	\$ 5,275,000	.16-.26	\$ 343.60
		Feb 2014 *	3 years	\$ 6,600,000	TBD	\$ 573.22
Mercer Island	4,280	Mar 2004	4 years	\$ 4,790,000	.19-.20	\$ 279.79
		Mar 2008	4 years	\$ 9,994,000	.26-.40	\$ 583.76
		Feb 2010	6 years	\$ 24,504,000	.27-.52	\$ 954.21
Snoqualmie Valley	6,231	Feb 2006	4 years	\$ 4,000,000	.16-.20	\$ 160.49
		Feb 2010	4 years	\$ 9,900,000	.37-.40	\$ 397.21
		*				
Issaquah	17,804	Feb 2006	4 years	\$ 21,850,000	.29-.39	\$ 306.81
		Feb 2010	4 years	\$ 32,924,000	.46-.50	\$ 462.31
		Feb 2014 **	4 years	\$ 51,900,000	.50-.57	\$ 728.77
Bellevue	18,481	Feb 2002	5 years	\$ 28,000,000	.04-.45	\$ 303.01
		Feb 2006	5 years	\$ 51,000,000	.10-.47	\$ 551.92
		Feb 2010	5 years	\$ 74,000,000	.18-.41	\$ 800.82
Lake Washington	24,756	Feb 2006	4 years	\$ 64,700,000	.52-.53	\$ 653.38
		Feb 2010	4 years	\$ 83,000,000	.49-.58	\$ 838.18
		Feb 2014 *	4 years	\$ 71.9-91.4 million	TBD	\$726 - \$923

\* planning in process

\*\* proposal approved with School Board resolution

Sources include:

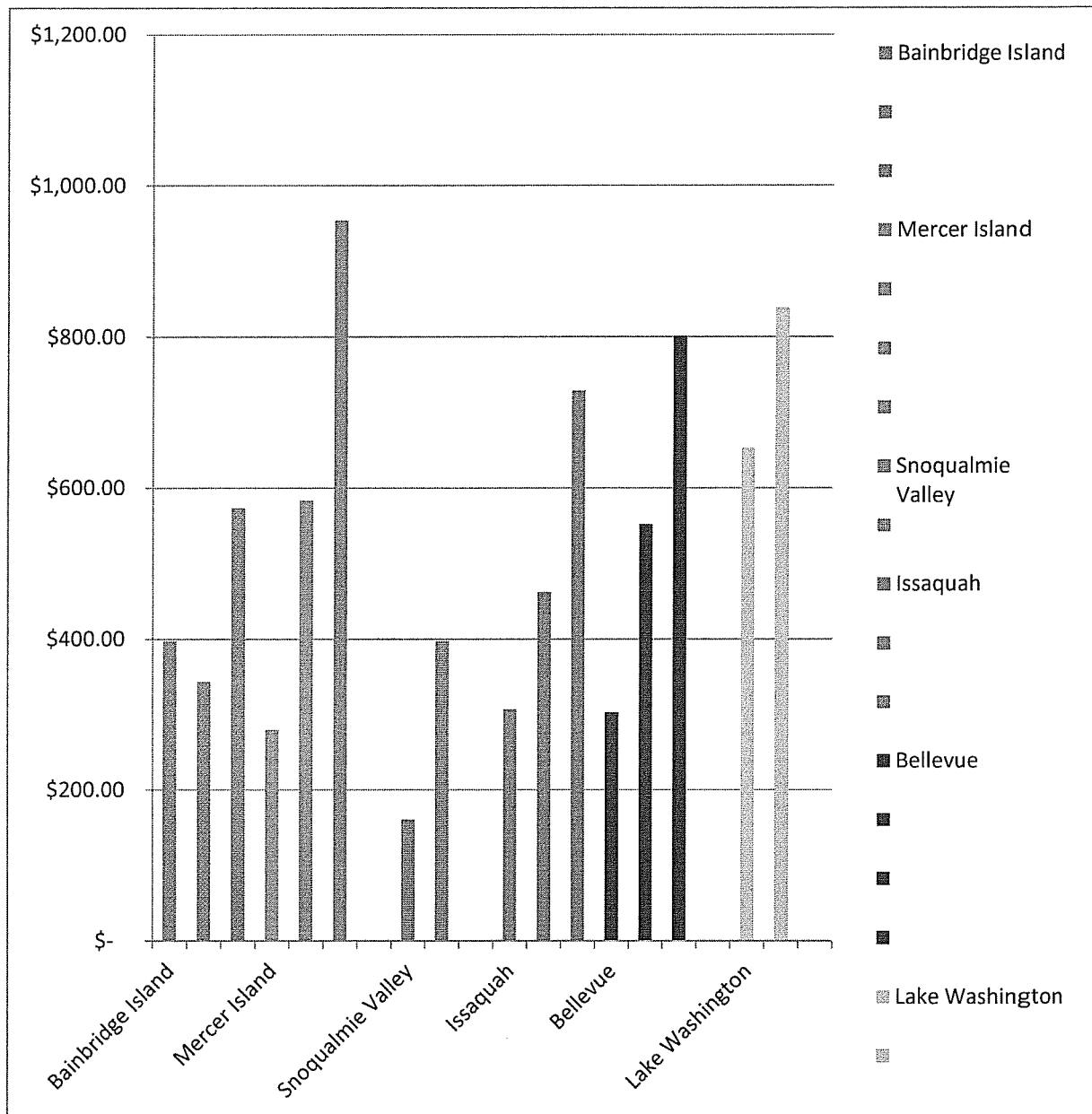
*Clark County Board of Elections*

*King County Board of Elections*

*OSPI Report Card*

*OSPI School Apportionment and Financial Services*

## Per Student Per Year Technology Expenditures 2006-Current & Proposed Levies



# Bainbridge Island School District #303

## Technology Options 2015-2017

	Option B	Option C All of Option B plus:	Option D All of Option C plus:	Option E All of Option D plus:
<b>Focus Area 1: Learning – Engage and Empower</b>	<ul style="list-style-type: none"> <li>Reincorporate technology into replacement schedules originally purchased by the 2005 and 2009 bond measures, as part of new construction,.</li> <li>Re-instate educational industry standards for hardware replacement cycles.</li> <li>Maintain current levels of subscriptions to support library and information systems, databases and electronic content resources.</li> <li>Maintain current levels of hardware and software support in computer labs, libraries and science classrooms.</li> <li>Maintain current provision for computers for 1 of 7 CTE classrooms.</li> <li>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.</li> <li>Maintain current student to device ratio of 4:1 district-wide, equivalent of 2-3 devices per classroom.</li> <li>Limited direct support for personalized learning options through technology for students.</li> </ul>	<ul style="list-style-type: none"> <li>Improve information management, databases, and research options.</li> <li>Provide computers for 3 of 7 CTE classrooms.</li> <li>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.</li> <li>Increase opportunities for classrooms to have a 1:1 device ratio on a check-out, as-needed basis.</li> <li>Provide one mobile lab of at least 30 computing devices per school; devices matched to meet student, curriculum and assessment needs.</li> <li>Create limited option for students to check-out computing devices based on district-identified need.</li> <li>Direct support for personalized learning options through technology for students.</li> </ul>	<ul style="list-style-type: none"> <li>Provide 2:1 or 1:1 student to device ratio in libraries at gr. 6-12; maintain 2:1 in libraries at gr. K-5.</li> <li>Provide computers for 4 of 7 CTE classrooms; devices matched to meet curriculum/student needs.</li> <li>Improve student to device ratios to a 4:1, 3:1, 2:1, or 1:1 in-class ratio based on student, grade band or department/subject curriculum and assessment needs.</li> <li>Create option for students in grades 7-12 to check out computing devices; limited option available for students in grades K-6 based on district-identified need.</li> <li>Expand personalized learning options through technology for students.</li> </ul>	<ul style="list-style-type: none"> <li>Develop 1:1 student to computing device ratio in libraries that do not have 1:1 school-wide ratios.</li> <li>Fully fund computers for 7 of 7 CTE classrooms; hardware matched to meet curriculum/student needs.</li> <li>Create 1:1 student to computing device option in grades 7-12; create 4:1, 3:1 and 2:1 option in grades K-6 based on student, grade band or department/subject curriculum and assessment needs.</li> <li>Provide two portable or fixed labs with minimum of 30 computing devices per school to meet student, curriculum, and assessment needs.</li> <li>Create option for students to check out computing devices.</li> <li>Develop personalized learning options through technology for students.</li> </ul>
<b>Focus Area 2: Teaching – Prepare and Connect</b>	<ul style="list-style-type: none"> <li>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.</li> <li>Maintain one-day of training in technology for certificated staff.</li> <li>Replace teaching staff computers on the current 5-year schedule.</li> </ul>	<ul style="list-style-type: none"> <li>Add voice enhancements systems in all "whole class" classrooms as part of presentation stations.</li> <li>Investigate option to provide a dedicated computer to run presentation stations with a less expensive portable option for teaching staff.</li> <li>Participate in regional technology conferences.</li> </ul>	<ul style="list-style-type: none"> <li>Provide presentation options for one group instructional space per school.</li> <li>Participate in regional technology conferences with staff training presentation following conference(s).</li> <li>Look for opportunities to increase the effective use of technology to improve student learning.</li> </ul>	<ul style="list-style-type: none"> <li>Devise presentation options for large group areas: gyms, music rooms, etc. as appropriate to facility use and physical parameters.</li> <li>Participate in regional and national technology conferences with staff training presentation following conferences.</li> </ul>

**Bainbridge Island School District #303**

**Technology Options 2015-2017**

	<b>Option B</b>	<b>Option C</b> All of Option B plus:	<b>Option D</b> All of Option C plus:	<b>Option E</b> All of Option D plus:
<b>Focus Area 3: Assessment – Measure What Matters</b>	<ul style="list-style-type: none"> <li>Maintain a district-wide formative assessment system.</li> <li>Maintain data dashboard.</li> <li>Maintain at least one testing lab at each school with reclaimed, "old" computers from classrooms and teachers.</li> <li>Provide training for lead teachers in data analysis.</li> </ul>	<ul style="list-style-type: none"> <li>Expand training in data analysis and information management.</li> </ul>	<ul style="list-style-type: none"> <li>Provide student response system software and/or hardware based on grade band and department/subject area needs.</li> </ul>	<ul style="list-style-type: none"> <li>Add module for parents/families to access data dashboard information for their student(s).</li> </ul>
<b>Focus Area 4: Infrastructure &amp; Network Systems</b>	<ul style="list-style-type: none"> <li>Upgrade infrastructure to handle increased student and staff services and demands.</li> <li>Increase licensing to support Disaster Recovery systems.</li> </ul>	<ul style="list-style-type: none"> <li>Expand network systems to support anticipated increased used of devices by all students and staff.</li> </ul>		<ul style="list-style-type: none"> <li>Expand high density network access to include areas outside the classroom such as stadiums and fields as appropriate to use of facility.</li> <li>Upgrade wiring to connect classroom projectors to the network as projectors are replaced.</li> </ul>
<b>Focus Area 5: Communications &amp; Productivity</b>	<ul style="list-style-type: none"> <li>Replace telephone and voicemail systems in 2014/2015.</li> <li>Begin replacement of printers in the schools.</li> <li>Maintain funding for notification systems, website, and productivity office suites.</li> <li>Replace district and school support staff computers.</li> <li>Maintain current levels of training for support staff.</li> </ul>	<ul style="list-style-type: none"> <li>Upgrade notification systems, website and productivity office suites to meet student learning needs, stay current with industry technologies and standards.</li> <li>Increase training for support staff to maximize use of district-adopted systems.</li> <li>Support for transportation systems.</li> </ul>	<ul style="list-style-type: none"> <li>Increase options, BISD community awareness, and training to increase electronically-based communications.</li> </ul>	





Bainbridge Island SD #303  
Facilities/Capital Projects Office

## Memo

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To: Faith Chapel, Superintendent  
From: Tamela Van Winkle, Director Facilities and Capital Projects  
Date: 7/25/13  
Re: Capital Projects and Facilities Report-June

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### **Capital Projects Budget Summary:**

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

Estimated Budget	\$42,561,137
Encumbered To Date	\$31,433,984
Expenditures To Date	\$30,852,422
Encumbered PO Balance	\$ <u>581.562</u>

Capital Project Budget Balance	\$11,127,154
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### **Wilkes Replacement**

- Capital Projects staff is working with 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 continue to focus on the details of close-out documentation needed from Spee West in order to recommend Final Completion.
- Warranty corrective work of the impervious sidewalk on Madison is complete. Warranty corrective work of the pervious concrete at the base of the bus loop where the buses exit has also been completed. Warranty work to repair rubber flooring is underway.
- The roots are taking hold between the rows of the main field sod. For the most part, the community is patiently waiting until the roots are strong enough for all kinds of sports and play near the start of school!
- Drainage corrections are in planning stages for the northeast planters by the big toys, the east end of the utility drive, and the south slope above the utility drive. Irrigation of the main field and the lawn south of the parking lot has been reduced and the planter area drainage problem has been alleviated. Digging around the underground water supply lines that serve the yard hydrant in this area, is now possible. If leakage is not the cause, an area drain will be installed. This Fall the Maintenance department is planning to install a trench drain connecting to an existing storm vault at the east end of the utility drive. The cause of excess run-off from the south slope of the utility drive is still under investigation. Correction is likely to be a French drain along the utility drive but cost for installation will be affected by the cause.
- No further pesticides will be used at Wilkes until further work is done by the IPM Committee.

- This summer two windows have broken – one along the north gallery and most recently at the east end of the 2<sup>nd</sup> grade wing, high above the playground. Maintenance has promptly addressed replacement.
- Additional improvements requested by Principal Sheryl Belt are underway. Among these are; playground fencing at the steps to the parking lot, additional proximity card readers at doors to the playground, and casework cubbies for backpack storage in the hallways.

#### **Critical Issues:**

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

#### **Woodward**

- Bidding documents for the Woodward Fields and Track Renovation were made available on July 10 and can be viewed online at [bxwa.com](http://bxwa.com). The base bid includes removal of the main field grass and with hydroseed replacement. Javelin, shot put, discus, long jump, and high jump capability are included. Four alternates have been defined: 1) football goal posts; 2) sod in lieu of hydroseed at the main field; 3) rubberized surface in lieu of hydroseed at the west D-area for high and long jumps; and, 4) drainage of the multipurpose field. A non-mandatory, pre-bid walk-through was scheduled for Wednesday, July 17. Bid opening is at 2PM, Thursday, July 25, in the District Conference Room. Work is expected to begin in early August. Substantial Completion of the multipurpose field (if accepted) is September 13, 2013; November 1, 2013 for the track; and August 1, 2014 for the main field.
- The new wood gym floor and striping will be installed by Western Hardwoods, the installer of the Wilkes gym wood floor. The work will begin July 18 with the delivery of wood. Capital Projects is acting as general contractor and is responsible for sub-contracting work for new resilient flooring materials and installation, new ADA ramps to mitigate the change in elevation of the new gym floor, and coordinating with Maintenance on raising basketball backboards, modifying existing doors and hardware, and subletting work for bleacher maintenance and relocation during installation of the wood floor. Substantial Completion of the wood floor is August 23, 2013.
- The Detention Pond Restoration for Sakai and Woodward is scheduled to begin late July. The low bid was received by island resident and owner of High Meadows Excavating, David Monsaas.

#### **Sakai**

- The Detention Pond Restoration for Sakai and Woodward is scheduled to begin late July. The low bid was received by island resident and owner of High Meadows Excavating, David Monsaas.

CAPITAL PROJECTS BUDGET UPDATE  
**BOND 2009 PROJECT SUMMARY**  
*As of June 30, 2013*

	ESTIMATED BUDGET	ENCUMBERED TO DATE	EXPENDITURES TO DATE	ENCUMBERED PO BALANCE	CP BUDGET BALANCE
<b>Bond Costs</b>					
Bond Costs - 9000	\$ 500,000	\$ 286,010	\$ 286,010	\$ 0	\$ 213,990
<i>Sub-total Bond Cost</i>	500,000	286,010	286,010	0	213,990
<b>Wilkes</b>					
Wilkes Core - 9001	29,760,611	28,677,577	28,210,821	466,756	1,083,035
<i>Sub-total Wilkes</i>	29,760,611	28,677,577	28,210,821	466,756	1,083,035
<b>Blakely Elementary School</b>					
Blakely Essential Renovations - 9010	514,498	54,657	30,076	24,581	459,842
Blakely Roof Replacement - 9015	358,752	668	668	0	358,084
<i>Sub-total Blakely</i>	873,250	55,325	30,744	24,581	817,926
<b>Ordway Elementary School</b>					
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
<i>Sub-total Ordway</i>	1,170,571	58,449	58,449	0	1,112,122
<b>Sakai Intermediate School</b>					
Sakai Essential Renovations - 9030	242,250	68,205	68,205	0	174,044
<i>Sub-total Sakai</i>	242,250	68,205	68,205	0	174,044
<b>Woodward Middle School</b>					
Woodward Essential Renovations - 9040	331,787	17,737	17,737	0	314,050
Woodward Roof Replacement - 9045	252,792	35,085	35,085	0	217,707
Woodward Site Improvements - 9046	1,003,187	83,670	5,900	77,770	919,517
<i>Sub-total Woodward</i>	1,587,766	136,492	58,722	77,770	1,451,274
<b>Bainbridge High School</b>					
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
<i>Sub-total Bainbridge HS</i>	2,538,987	157,140	157,140	0	2,381,847
<b>Commodore Options School</b>					
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
<i>Sub-total Commodore</i>	1,050,263	275,037	275,037	0	775,226
<b>Transportation</b>					
Transportation Essential Renovations - 9070	713,945	46,260	46,260	0	667,686
Transportation Roof - 9075	35,559	293	293	0	35,267
<i>Sub-total Transportation</i>	749,504	46,552	46,552	(0)	702,952
<b>District Office</b>					
District Office Essential Renovations - 9080	118,378	117,312	115,163	2,149	1,066
<i>Sub-total District Office</i>	118,378	117,312	115,163	2,149	1,066
<b>Districtwide Security</b>					
Districtwide Security - 9090	473,533	83,083	79,439	3,644	390,450
<i>Sub-total Districtwide Security</i>	473,533	83,083	79,439	3,644	390,450
<b>Energy Conservation</b>					
Energy Conservation - 9095	947,026	58,215	58,215	0	888,811
<i>Sub-total Energy Conservation</i>	947,026	58,215	58,215	0	888,811
<b>Capital Projects Administration - 9100</b>					
Capital Projects Administration - 9100	2,098,997	964,586	957,924	6,662	1,134,411
<i>Sub-total Capital Projects Administration</i>	2,098,997	964,586	957,924	6,662	1,134,411
<hr/>					
= Total of Projects and Fees	\$ 42,111,137	\$ 30,983,984	\$ 30,402,422	\$ 581,562	\$ 11,127,154
South Island Sewer (paid May 2012)	450,000	450,000	450,000		0
= Total Expected Expenditures	\$ 42,561,137	\$ 31,433,984	\$ 30,852,422	\$ 581,562	\$ 11,127,154



Bainbridge Island SD #303  
Facilities/Capital Projects Office

## Memo

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To: Faith Chapel, Superintendent  
From: Tamela Van Winkle, Director Facilities and Capital Projects  
Date: 7/25/13  
Re: Wilkes Elementary School  
Easement for Underground Water System-Approval

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A handwritten signature in black ink, appearing to be "T. Van Winkle", enclosed within a large, hand-drawn oval.

Prior to Kitsap Public Utility District No. 1 (KPUD) accepting the Underground Water System for operation and maintenance the attached Easement must be approved. The system is operational and ready for maintenance. The Underground Water System provides domestic water for the new Wilkes Elementary School.

I recommend the Board approve the attached Easement for the Underground Water System at Wilkes Elementary School.

Return Address:

Public Utility District No. 1 of Kitsap County

P.O. Box 1989

Poulsbo, WA 98370

## EASEMENT FOR UNDERGROUND WATER SYSTEM

### Summary for Recorder's Use

1. **Reference Number(s) of Related Documents:**

\_\_\_\_\_

2. **Grantor (s):** (Last name, first name, middle initial)

BAINBRIDGE ISLAND SCHOOL DISTRICT #303

3. **Grantee(s):** (Last name, first name, middle initial)

PUBLIC UTILITY DISTRICT NO. 1 OF KITSAP COUNTY

Additional names on page\_\_\_\_\_ of document:

4. **Legal Description:** (abbreviated form: i.e. Plat name, lot block: section, township, range, quarter/quarter NE 1/4 OF NE 1/4 OF NE 1/4, SEC. 10, TWP 25N, R2E, WM, KITSAP COUNTY, WA;  
EXCPT N 20 FT FOR DAY RD AS CONVEYED TO KITSAP COUNTY UNDER AUDITOR'S FILE NO. 327340; AND EXCPT THE E 30 FT.

5. **Assessor's Property Tax Parcel/Account Number:**

102502-1-001-2000

For and in consideration of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, \_\_\_\_\_ ("Grantor" herein), hereby conveys and warrants to **PUBLIC UTILITY DISTRICT NO. 1 OF KITSAP COUNTY**, a municipal corporation ("Grantee" herein), a perpetual easement over, under, across and through the following described real property (the "Property" herein) in Kitsap County, Washington:

**SEE EXHIBIT "A" ATTACHED HERETO**  
**FOR PROPERTY LEGAL DESCRIPTION**

Except as may be otherwise set forth herein, Grantee's rights shall be exercised upon that portion of the Property (the "Easement Area" herein) described as: an Easement Area ten (10) feet in width having five (5) feet of such width on each side of the centerline of Grantee's facilities located as constructed or to be constructed, extended or relocated on the above-described property.

6. **Purpose.** Grantee shall have the right to construct, operate, maintain, repair, replace, improve, remove, enlarge or use one or more water distribution systems over/or under the Easement Area, together with all necessary or convenient appurtenances thereto, which may include, but are not limited to, the following:

a. Aboveground facilities: Storage tanks, pumping facilities, well houses.

b. Underground facilities: Water lines, water mains, wells, pumping facilities. Following the initial construction of all or a portion of its systems, Grantee may, from time to time, with written approval by Grantor, construct such additional facilities as it may require for its systems.

7. **Access.** Grantee shall have the right of access to the Easement Area over and across the Property to enable Grantee to exercise its rights herein.

8. **Maintenance and Repair.** Grantee shall be solely responsible for the maintenance and repair of the waterlines that are the subject of this Easement and if any maintenance or repair activities damages Grantor's property, Grantee shall restore the property to its previous condition at Grantee's sole expense. Any maintenance or repairs shall be undertaken promptly and professionally, and shall minimize the impact on the use of the Easement Area for the purposes herein, and shall comply in all respects with applicable governmental codes or and/or regulations.

9. **Vegetation Management.** Upon written request and approval Grantee shall have the right to cut, remove, dispose and control any and all brush, trees and other vegetation presently existing upon the property which could, in the opinion of Grantee, create a hazard to Grantee's systems, or interfere with the exercise of Grantee's right herein.

10. **Grantor's Use of Easement Area and Property.** Grantor reserves the right to use the Easement Area for any purpose not inconsistent with the rights herein granted, provided that Grantor shall not construct or maintain any building, structure or other object on the Easement Area. Grantor agrees to maintain clearance between the water system and any other building, structure or other object outside the Easement Area per applicable codes.

11. **Indemnity and Hold Harmless.** Effective upon the execution of this Agreement Grantee and Grantee's heirs, successors and assigns, indemnifies and holds harmless Grantor, together with Grantor's respective guests, invitees, agents, partners, successors, heirs, representatives, assigns, executors and administrators, if any, from any and all liabilities, disputes, obligations, demands and causes of action at

law or in equity, known or unknown, matured or unmatured, fixed or contingent, brought against Grantor related in any manner to this easement.

12. **Specific Performance.** The Parties specifically agree that they are entitled to compel specific performance of all material terms of this Agreement by any Party in default hereof. All terms and provisions of this Agreement are material.

13. **Authority to Sign.** Each person executing this Agreement on behalf of another person, corporation, partnership, trust, company or other organization or entity, represents and warrants that he or she is fully authorized to execute and deliver this Agreement on behalf of the entity or Party for which he or she is signing.

14. **Dispute Resolution.**

A. Mediation. If a dispute arises between the parties concerning this Agreement, any party may refer the dispute to mediation by request made in writing to the other. Within ten (10) days of the receipt of such a request, the parties shall select a single trained and impartial mediator. If the parties are unable to agree on the selection of a single mediator, then the parties shall, within fifteen (15) days of receipt of the initial request, jointly apply to a proper court for the appointment of a trained and impartial mediator.

B. Arbitration. If a dispute arises between the parties concerning the consistency of any proposed use or activity with the purpose of this Agreement, and mediation has either failed or been rejected, any party may refer the dispute to arbitration by request made in writing to the other. Within thirty (30) days of the receipt of such a request, the parties shall select a single arbitrator to hear the matter. If the parties are unable to agree on the selection of a single arbitrator, a proper court, on petition of a party, shall appoint the arbitrator. All matters of arbitrator selection and of settlement shall be in accordance with the laws of the State of Washington then in effect. The decision rendered by this arbitration procedure shall be the full and final settlement of the said dispute, and a judgment on the arbitration award may be entered in any court having jurisdiction thereof. The arbitrator shall be entitled to award costs and expenses as he or she sees fit, and any court of competent jurisdiction may be called upon to enforce the award.

15. **Successor and Assigns.** Grantee shall have the right to assign, apportion or otherwise transfer any or all of its rights, benefits, privileges and interests arising in and under this Easement, with prior written consent of Grantor, which shall not be unreasonably withheld. Without limiting the generality of the foregoing, the rights and obligations of the parties shall inure to the benefit of, and be binding upon, their respective successors and assigns.

16. **Miscellaneous.** Time is of the essence of this agreement. This Agreement represents the entire agreement of the parties, and may only be amended in writing. The waiver of any default by either party shall not be construed as a continuing waiver or a waiver of any subsequent default of the same or any other provision of this Agreement. If any provision of this Agreement is found to be invalid, the remaining provisions shall not be affected. The terms of this Agreement shall be governed by and construed under the law of the State of Washington, and venue shall lie in the county in which the subject property is located. In the event any action or proceeding is brought by either party against the other party by reason of the breach or enforcement of this Agreement, the prevailing party shall be entitled to recover from the other party all costs and expenses of the action, including reasonable attorneys' fees.

**EASEMENT FOR UNDERGROUND WATER SYSTEM GRANTED BY**  
\_\_\_\_\_ **TO PUBLIC UTILITY DISTRICT NO. 1 OF**  
**KITSAP COUNTY**

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

**Signature:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name Printed:** \_\_\_\_\_

**Name Printed:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**STATE OF WASHINGTON**            )

) **ss:**

**COUNTY OF KITSAP**            )

On this day of \_\_\_\_\_, 2011, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared \_\_\_\_\_  
\_\_\_\_\_ to me known to be the individual or individuals described in and  
who executed the foregoing instrument, and acknowledged the said instrument to be the free and  
voluntary act and deed for the uses and purposes therein mentioned, and on oath stated that \_\_\_\_\_  
\_\_\_\_\_ is/are authorized to execute the said instrument.

**IN WITNESS WHEREOF**, I have hereunto subscribed my hand and affixed my official seal



this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

**NOTARY PUBLIC** in and for the State  
of Washington

My commission expires: \_\_\_\_\_

**OR**

**STATE OF WASHINGTON** )

) **ss:**

**COUNTY OF KITSAP** )

I certify that I know or have satisfactory evidence that \_\_\_\_\_  
\_\_\_\_\_ is/are the person(s) who appeared before me, and said person(s) acknowledged  
that (he/she/they) signed this instrument, on oath stated that (he/she/they) was/were authorized to execute  
the instrument and acknowledged it as the \_\_\_\_\_ of  
\_\_\_\_\_ to be the free and  
voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

**NOTARY PUBLIC** in and for the State  
of Washington

My commission expires: \_\_\_\_\_

## **EXHIBIT "A"**

Account Number: **102502-1-065-2003**

### **Tax Property Description**

**10252E**

**RESULTANT PARCEL A OF BOUNDARY LINE ADJUSTMENT (AGGREGATION) RECORDED UNDER AUDITOR'S FILE NO. 201107120001, RECORDS OF KITSAP COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS: THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M., CITY OF BAINBRIDGE ISLAND, KITSAP COUNTY, WASHINGTON; EXCEPT THE NORTH 20 FEET FOR DAY ROAD AS CONVEYED TO KITSAP COUNTY UNDER AUDITOR'S FILE NO. 327340; AND EXCEPT THE EAST 30 FEET; ALSO, LOT 5, BLOCK 3, OF THE PLAT OF OLYMPIC VISTA, AS RECORDED IN VOLUME 8 OF PLATS, PAGE 61, RECORDS OF KITSAP COUNTY, WASHINGTON AND SITUATE IN THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M., CITY OF BAINBRIDGE ISLAND, KITSAP COUNTY, WASHINGTON; SUBJECT TO AND TOGETHER WITH EASEMENTS, RESTRICTIONS, AND RESERVATIONS OF RECORD.**



Bainbridge Island SD #303  
Facilities/Capital Projects Office

## Memo

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To: Faith Chapel, Superintendent  
From: Tamela Van Winkle, Director Facilities and Capital Projects  
Date: 7/25/13  
Re: Wilkes Elementary School  
Bill of Sale -Approval

---

A handwritten signature in black ink, appearing to be "T. Van Winkle", written over the "From:" line of the memo header.

Prior to Kitsap Public Utility District No. 1 (KPUD) accepting the water main extension for operation and maintenance the attached Bill of Sale must be approved. The Bill of Sale grants KPUD the equipment as identified for the provision of domestic water service to Wilkes Elementary School. The system is operational and ready for maintenance.

I recommend the Board approve the Bill of Sale for the property used in providing domestic water service to Wilkes Elementary School.

## **BILL OF SALE**

### **Public Utility District No. 1 of Kitsap County**

KNOW ALL MEN BY THESE PRESENTS: That Bainbridge Island School District No. 303 (Developer), as the Principal in and for consideration of providing water to the area concerned, hereby grants, bargains, conveys and delivers unto Public Utility District No. 1 of Kitsap County the following property used in providing domestic water service within the County of Kitsap and the State of Washington, together with all franchises, permits and consents, legally described as follows:

30 Linear Feet of 4" Ductile Iron Water Main;

80 Linear Feet of 6" Ductile Iron Water Main;

1,153 Linear Feet of 8" Ductile Iron Water Main;

277 Linear Feet of 10" Ductile Iron Water Main;

One 4" Water Meter Service;

Four Fire Hydrants;

(in connection with Wilkes Elementary School, Bainbridge Island, Developer's  
Extension)

Bainbridge Island School District 303, as Principal and Developer, does hereby warrant to Public Utility District No. 1 of Kitsap County, its successors and assign, that it is the owner of title to all the property above granted and described, and that the same is free from all liens, charges, and encumbrances whatsoever, and has right to sell the same.

Executed at Bainbridge Island, Washington this \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name Printed)

\_\_\_\_\_  
(Title)



Bainbridge Island SD #303  
Facilities/Capital Projects Office

## Memo

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To: Faith Chapel, Superintendent  
From: Tamela Van Winkle, Director Facilities and Capital Projects  
Date: July 19, 2013  
Re: Woodward Middle School Track and Field Renovation  
Award of Bid

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Bids for the Track and Field Renovation at Woodward Middle School will be opened at 2:00 pm on July 25, 2013. Due to conflicts with Board meeting dates and the scheduled bid opening no advance materials are available at this time. A bid tabulation and contractor recommendation for award will be brought to the Board on July 25<sup>th</sup>.

**BOARD OF DIRECTORS**

Mary Curtis  
Patty Fielding  
Timothy Kinkad  
Mike Spence  
John Tawresey



**SUPERINTENDENT**  
Faith A. Chapel

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

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July 10, 2013

TO: Board of Directors

FR: Faith A. Chapel, Superintendent

RE: DRAFT Policy 2414 – Community Service (First Reading)

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This spring, Governor Inslee signed into law ESHB 1412, which states: “By September 1, 2013, each school district shall adopt a policy that is supportive of community service and provides an incentive, such as recognition or credit, for students who participate in community service.” A link to the legislation is provided below.

We just received from the Washington State School Directors’ Association (WSSDA) a recommended draft of a policy for Board consideration. The language in the draft adheres closely to the legislation.

Our district will need to develop procedures that describe how we encourage community service and what incentives or forms of recognition are provided. District administrators will work with high school principals and staff to develop those procedures, and a copy will be provided to the Board. It should be noted that encouragement of community service is already an important part of our district culture. Opportunities for service occur in all of our schools at all grade levels, and it has been a required component of our high school health course. In addition, there are recognition programs already in place at each of our high schools that focus on service.

Here is a link to the bill: <http://apps.leg.wa.gov/billinfo/summary.aspx?bill=1412>

## Community Service

The board recognizes that volunteering connects students to their communities and provides an opportunity for students to practice and apply their academic and social skills in preparation for entering the workforce. The board further recognizes that community service is associated with increased civic awareness and participation by students, and can inspire students to continue their education and skill development beyond high school. Students are encouraged to participate in community service activities as a part of their high school graduation requirements. The board will implement an incentive program to recognize students for achievement in community service and may, in its discretion, include community service in the district's high school graduation /diploma requirements.

### Cross References:

Policy 2410	High School Graduation Requirements
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### Legal References:

<u>ESHB 1412</u>	
RCW 28A.320	Provisions Applicable to all Districts

### Management Resources:

<i>Policy and Legal News</i> , June 2013	State law requires that districts adopt community service incentive policy
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BOARD OF DIRECTORS

Patty Fielding  
Mary Curtis  
Mike Spence  
Tim Kinkad  
Mev Hoberg



SUPERINTENDENT  
Faith A. Chapel

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Board of Directors Meeting  
July 25, 2013

**CONSENT AGENDA**

1. **Donation**  
Donation to Bainbridge High School in the amount of \$1,500.00 from the Spartan Booster Alumni Club to support the school's Special Education Department.
2. **Donation**  
Donation to Bainbridge Island School District in the amount of \$1,000.00 from the Suquamish Indian Tribe to support the District's Indian Education Program.
3. **Donation**  
Donation to Bainbridge Island School District in the amount of \$1,112.98 from the Bainbridge Gardens, Inc. to support multiculturalism on the Island and the Multicultural Advisory Committee via C. Peato, Indian Ed Coordinator.
4. **Donation**  
Donation to Eagle Harbor High School in the amount of \$2,062.31 from the Eagle Harbor High School PTO to purchase Smartboard clickers.
5. **Donation**  
Donation to Woodward Middle School in the amount of \$32,500.00 from the Rotary Club of Bainbridge Island as a contribution to the wood flooring project in the gym.
6. **Minutes from the May 9, 2013 School Board Meeting**
7. **Minutes from the May 30, 2013 School Board Meeting**
8. **Minutes from the June 13, 2013 School Board Meeting**
9. **Minutes from the July 9, 2013 School Board Retreat**
10. **PAYROLL June 2013 Warrant Numbers:**  
(Payroll Warrants) 1001452 through 1001483  
(Payroll AP Warrants) 172122 through 172152  
**Total: \$2,766,548.82**



**11. Vouchers**

➤ General Fund Voucher	\$ 267,704.58
➤ General Fund Voucher	\$ 97,652.65
➤ Capital Projects Fund Voucher	\$ 152,528.07
➤ Capital Projects Fund Voucher	\$ 99,777.39
➤ DOR COMP TAX	\$ 1,808.84

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SCHOOL BOARD OF DIRECTORS



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

## Gifts and Donations

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

These gifts must satisfy the following criteria:

1. the purpose of use shall be consistent with the priorities, philosophy and programs of the district;
2. minimum financial obligation for installation, maintenance and operation;
3. free from health and/or safety hazards; and
4. no direct or implied commercial endorsement.
5. otherwise consistent with Board Policy No. 6114.

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

Name of Donor Spartan Booster Alumni Club  
Address PO Box 11705  
Bainbridge Island, WA 98110  
Phone \_\_\_\_\_

Donation Amount or Value of Donated Items: \$ 1500.<sup>00</sup>

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

Support for BHS Special Education Dept.

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

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

Signature of Donor [Signature] for Spartan Boosters Date 7-10-13

Reviewed By: \_\_\_\_\_ Date \_\_\_\_\_



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2. minimum financial obligation for installation, maintenance and operation;
3. free from health and/or safety hazards; and
4. no direct or implied commercial endorsement.
5. otherwise consistent with Board Policy No. 6114.

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

Name of Donor Sugumish Indian Tribe  
Address PO Box 767  
Sugumish, WA 98392  
Phone 360-598-3311

Donation Amount or Value of Donated Items: \$ 1000.<sup>00</sup>

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

Support for Bainbridge School District's  
Indian Education program.

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

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

Signature of Donor [Signature] for the Sugumish Tribe Date 7-9-13

Reviewed By: \_\_\_\_\_ Date \_\_\_\_\_



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These gifts must satisfy the following criteria:

1. the purpose of use shall be consistent with the priorities, philosophy and programs of the district;
2. minimum financial obligation for installation, maintenance and operation;
3. free from health and/or safety hazards; and
4. no direct or implied commercial endorsement.
5. otherwise consistent with Board Policy No. 6114.

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

Name of Donor Bainbridge Gardens, Inc.  
Address 9415 Miller Rd, PO Box 10176  
Bainbridge Island, WA 98110  
Phone 206-842-5888

Donation Amount or Value of Donated Items: \$ 1112.98

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

To support multiculturalism on the island.  
To Multicultural Advisory Committee via C. Peato,  
Indian Ed. Coordinator

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

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

Signature of Donor [Signature] for Bainbridge Gardens Date 7-8-13

Reviewed By: \_\_\_\_\_ Date \_\_\_\_\_



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## Gifts and Donations

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

These gifts must satisfy the following criteria:

1. the purpose of use shall be consistent with the priorities, philosophy and programs of the district;
2. minimum financial obligation for installation, maintenance and operation;
3. free from health and/or safety hazards; and
4. no direct or implied commercial endorsement.
5. otherwise consistent with Board Policy No. 6114.

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

Name of Donor E HHS PTSO  
Address Commodore  
9530 High School Rd. NE  
Bainbridge Island, WA 9811  
Phone (206) 780-3084 (president) (206) 780-1646 (office)

Donation Amount or Value of Donated Items: \$ 2062.31

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

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

SMART Board Clickers for Eagle Harbor High School.

A/R invoice 2012007770

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

Signature of Donor Lauri Herman, E HHS PTSO Date April 18, 2013

Reviewed By: Michelle Hox Date April 18, 2013

checked 11/15/04 [Signature] 7/10/13

BOARD OF DIRECTORS

Mary Curtis  
Mike Spence  
Tim Kinhead  
Patty Fielding  
Mev Hoberg



SUPERINTENDENT

Faith A. Chapel

8489 Madison Avenue NE

\*

Bainbridge Island, Washington 98110

\*

(206) 842-4714

\*

Fax: (206) 842-2928

June 29, 2013

To Whom It May Concern:

The Bainbridge Island School District is very pleased to be the recipient of the \$32,500 Rotary Grant. The grant will be a substantial contribution to the wood flooring project in the Woodward Middle School gym.

The school district is able to complete this project with the remaining costs available in the capital fund. We look forward to completing this project prior to the start of school.

Sincerely,

A handwritten signature in cursive script, appearing to read "Tamela Van Winkle".

Tamela Van Winkle  
Director, Facilities and Capital Projects

Cc Faith Chapel



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## Gifts and Donations

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These gifts must satisfy the following criteria:

1. the purpose of use shall be consistent with the priorities, philosophy and programs of the district;
2. minimum financial obligation for installation, maintenance and operation;
3. free from health and/or safety hazards; and
4. no direct or implied commercial endorsement.
5. otherwise consistent with Board Policy No. 6114.

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

Name of Donor (Printed) Rotary of Bainbridge Island  
School Woodward  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

Donation Amount or Value of Donated Items: \$ 32,500

Purpose of Donation (specify if cash donation is to be used for a specific purpose; include details of items to be funded)

To assist WMS in putting in a new wood floor  
in their gymnasium.

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Signature of Donor Don Manning  
Reviewed By: Mike Florian  
(Printed Name) (Signature)

Don Manning for Rotary Club of B.I.  
Date: June 26, 2013  
Date: June 26, 2013

District Review: \_\_\_\_\_  
(Printed Name) (Signature) Date: \_\_\_\_\_

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

**Date:** May 9, 2013

**Place:** Board Room – Commodore Campus

**Board of Directors Present**

President – Mike Spence

Directors – Tim Kinkead, Mev Hoberg

**Excused**

Mary Curtis

Patty Fielding

**Call to Order**

4:30 p.m. – Board President Mike Spence called the meeting to order and a quorum was recognized.

**Study Session:** Technology Planning

Director of Instructional Technology & Assessment Randi Ivancich facilitated an opportunity for members of the school board to discuss technology planning and goal setting. Ms. Ivancich noted a paradigm shift in the purpose for the educational system from mass producing “workers” to preparing individuals to be successful in college, in their careers, and life in the 21<sup>st</sup> Century. Technology is one reason for the paradigm shift and is enabling the support of individuals to become life-long learners. The planning period under discussion is from now until the 2017-18 school year. Numerous stakeholders have contributed to the planning process, especially during the last two years as the district has addressed future needs. One of the influences has been the growth of personal mobile devices the use of which has presented learning opportunities that did not exist even three years ago. There has been communication between the stakeholder groups such as Technology Leadership, Technology Advisory, and the building technology teams. There have been several day-long meetings that involved all the groups, and technology has been a frequent topic at district leadership and administrative team meetings. Technology surveys have been conducted targeted at student and parent audiences. It was noted that not all the groups were aware of the state and federal mandates that impact the district’s technology development. Planning documents have been developed to meet these mandates, as well as to meet the district’s own technology goals.

Ms. Ivancich provided an overview of the district’s technology goal that states technology will be used to improve student learning for all students. In addition, technology fosters a passion for learning, delivers challenging and meaningful curriculum, and develops and supports the skills necessary for career, college and life in the 21<sup>st</sup> Century. An overview of each of the focus areas was reviewed. The focus areas were:

1) *Learning – Engage and Empower*: Includes student devices, tailored learning, technology to support curriculum, information systems, collaboration tools, and assistive technology; 2) *Teaching - Prepare and Connect*: Includes presentation stations, computing devices, and staff development; 3) *Assessment – Measure What Matters*: Includes feedback on learning, and data to measure student learning and growth; 4) *Infrastructure – Access and Enable*: Includes systems to ensure access to technology resources; 5) *Communications and Productivity – Redesign and Transform*: Includes operation and communication tools. Ms. Ivancich explained the focus of the evening’s discussion would be Focus Area 1 – Learning. The distinction between learning and teaching is learning involves the technology directly used by students, and teaching involves technology such as the presentation stations; the items used during instruction.



The conversation focused on information systems of Focus Area 1, with Sakai Intermediate School librarian Kathy Ellison describing the state of libraries pre-2006 and the current status of libraries in the schools today. Ms. Ellison spoke about the change in how research is conducted, with current methods including more “coaching” from the librarians, and students making use of electronic databases such as SIRS and Wikipedia. Ms. Ellison also noted piloting a “bring your own device” system for teachers (funded by Bainbridge Schools Foundation) to help them understand how technology can be used in for instruction. Next year, the note-taking system EverNote will be launched, which will assist students in their research. There was a brief conversation about the new Common Core standards and the research required to support a student’s “claim” about the information they incorporate into writing assignments. It was noted that technology enables students to gain access to non-fiction text that in the past they have not been able to access.

Moving on to the priority of “*student technology skills scope and sequence*” under Focus Area 1, Ms. Ivancich noted a draft scope and sequence for K-12 has been developed based on ISTE NETS and Washington State Educational Technology Standards. These technology skills are now being imbedded within classroom instruction, and Woodward Middle School Principal Mike Florian offered an example. He explained it was discovered that not all eighth grade students understood or could use spreadsheets. One of the teachers added a unit in which students were asked to gather data and use a spreadsheet to manipulate the data. Ms. Ivancich continued by noting that in the area of Science, the district went from having one classroom with technology in 2006 to having 15 computers per classroom as the standard. There has also been an investment in probeware and other technology tools to support the science curriculum. Math and Technology Specialist (Commodore) Paul Sullivan spoke about the differentiation of students needs and noted the piloting of the EPGY program. He also talked about the need for computers/devices in the changing math classroom. The movement to online instructional materials was also noted, and some of the recent changes in math classrooms (flipped classroom, Khan Academy, ST Math, etc.) were underscored.

Group discussion moved to computer access for students with several staff members providing examples. Wilkes Elementary Teacher Bill Covert spoke about the use of a 15-computer cart for four classrooms, the computer lab, and a ST Math lab. Kathy Ellison talked about the scramble for student computer use, especially during spring testing, and a laptop cart funded by BSF targeted for fifth grade math. Mike Florian noted the computers available in his school environment and stated he would love to have a 1:1 ratio to address some of the access issues. Paul Sullivan believes he serves a number of students who don’t have access to computers at home, and the access at school can be a struggle. The group talked about the impact of state testing requirements on computer access and the diminished availability of computers to other classroom activities during testing windows.

Ms. Ivancich spoke about matching the device to the learning need and the continuum of devices that can meet those learning needs. She asked board members to send in their comments and suggestions, which will be then incorporated into the technology planning and brought to the next board meeting.

### **Public Comment**

Citizen Dale Perry (statement summarized, letter submitted available upon request): Spoke about the pending acceptance of a donation for Spanish Immersion and noted submission of a letter regarding inequities between classes in district elementary schools. He stated a comparison between 4<sup>th</sup> grade classes on either side of the (district) parking lot had an effective student/teacher ratio in excess of 30:1, while the ratio in the Spanish Immersion classroom was 8:1. Mr. Perry also reminded the board of Policy 6114 and the portion about designated or restricted gifts, and asked the teacher be redeployed to other classrooms to mitigate the inequity. Citizen Rik Besser (statement summarized): Acknowledged a recent

meeting with district staff and noted that while some questions had been answered, problems remain. He called into question the use of IEP teams and student placement, and stated this issue will continue to be discussed for months to come. Citizen Charlotte Rovelstad (statement summarized): Spoke about the conversations across the district regarding school configuration as it affects Commodore, stating discussion of programing was long overdue. People have been quoting information about Finnish schools and the books by Pasi Sahlberg. Ms. Rovelstad quoted statements from Sahlberg's book about the Finnish equality model, noting the differences between the educational systems in Finland and the US involving access to education (free to all in Finland). Ms. Rovelstad stated the key words were equality and equity which means fairness. However, fairness doesn't mean that everyone gets the same, it means that everyone gets what they need. The hallmark of the future of education is creativity, and many families in the district feel their children get what they need in the typical school, and others know the eclectic environment of Commodore is what works for them. The long waiting list for Commodore programs signals the need for an alternative model of learning.

### **Superintendent's Report**

Superintendent Faith Chapel announced May as Volunteer Appreciation Month, and she highlighted the volunteer efforts of the Parent/Teacher Organizations. Public Relations Coordinator Pam Keyes provided data related to the contributions made by volunteers over the past year. She noted a significant change in the reporting with the addition of an online form opened for reporting the volunteer statistics. Sheila Jakubik, president of the Parent Teacher Organization Coordinating Council, represented that organization and accepted the recognition for their support of schools. It was noted in 2012 there were 54,224 volunteer hours contributed to the district.

Ms. Chapel announced May 6 – 10 was Teacher Appreciation Week and read a Proclamation from Governor Jay Inslee. The Proclamation read in part; *"teachers should be accorded high public esteem, reflecting the value placed on their skills and abilities, and the importance of public education; and it is appropriate that teachers be recognized for their dedication and commitment to educating their students."* Ms. Chapel noted how difficult the past five years have been considering the impact of budget reductions, state mandates, and possible school configuration changes. She applauded district teachers for their dedication to students, and expressed gratitude for their exceptional professionalism. Bainbridge Island Education Association President Dave Layton accepted the well-deserved accolades on behalf of the entire association.

### **Board Reports**

Tim Kinkead reported a visit to Odyssey and a tour of the Commodore building. He stated it was a great opportunity to hear the things about that program that were important, and if there were configuration changes what things should be taken into consideration.

Mev Hoberg reported on the School Configuration Committee meeting held the previous evening. The committee discussed the options being considered, a review of the first Community Forum, BIEA President Dave Layton provided an overview of the staff presentations, and an Option 4 proposal was reviewed. The committee will review the economic impact of the proposed Option 4, which was disaggregating the Commodore Options School, at the next committee meeting.

Mike Spence reported attending the first Community Forum regarding school configuration. There was a question and answer session, followed by small group sessions. The questions and answers will be posted on the district website. A survey will be available beginning next week.

### **Presentations**

*A. Bainbridge Schools Foundation – District Priorities*

Superintendent Faith Chapel presented an overview of the draft 2013-14 District funding requests for Bainbridge Schools Foundation (BSF). The District Improvement Plan 2013-14 and the Funding Priorities for BSF Funds were provided for board review. The priorities support the goals identified in the District Improvement Plan for next year. Due to the uncertainty surrounding the state budget for K-12 education, two sets of priority lists were generated. One list represents the priorities if the state provides the district with enhanced funding for staffing, transportation, and maintenance/supplies/operating costs. If the state provides additional funding for basic education costs, the district would not need BSF support to pay for staff positions, and the request would shift to support for staff training/ professional development and innovation initiatives. However, if the final version of the state budget does not include significant enhancements for K-12 basic education, the district would ask the Foundation to continue to pay for staff positions and would reduce the requests for staff training and innovations. Ms. Chapel highlighted the funding area of support for innovations that focus on Science, Technology, Engineering, and Mathematics (STEM), World Language in the Elementary School, and differentiation. It was noted the goal for future submission of funding priorities would be in January of each year, with donations delineated prior to acceptance. A final version of the fund request will be submitted for board consideration at the May 30 meeting.

### *C. Final 2013-2014 Calendar*

Assistant Superintendent Dr. Peter Bang-Knudsen explained during this school year, the district implemented a 90-minute weekly early release schedule that fostered professional development and collaboration time for teachers, counselors, and administrative staff. Dr. Bang-Knudsen provided a brief update of how those early release Mondays have been used, and described the overall positive impact on teaching and learning that can be attributed to this model. In addition, he provided the final details of the 2013-14 school calendar, including the parent/student conference schedule.

Dr. Bang-Knudsen noted the district lost three days of state funded professional development due to state-wide budget cuts, and the state simultaneously added unfunded mandates to the education system. Some of those unfunded mandates, which require significant time and effort to implement effectively, include the following: a) Math Common Core State Standards; b) English Language Arts Common Core State Standards; c) Next Generation Science Standards; d) New Gifted Education Legislation; e) Implementation of Teacher Evaluation and Student Growth Measurement Systems; and g) Implementation of required technology standards for both staff and students. In addition to state unfunded initiatives and mandates, the district has several teaching and learning initiatives under way that will require additional training and collaboration in order to effectively implement. Those activities include the following: a) Differentiated Instructional Models; b) Continued Math Alignment; c) Science, Technology, Engineering & Mathematics (STEM); and d) Data Analysis.

To provide information about how the Monday early release days supported teaching and learning, the following district staff were asked to share examples of the work completed on those days: Amii Pratt (Wilkes Multiage); Maureen Wilson (Blakely – Gr. 4); Lisa Hale (Woodward Math); Mary Kay Dolesjst (Bainbridge High Chemistry); and Jake Haley (Bainbridge High Associate Principal). Ms. Pratt talked about the building designated days and a focus on data. Teachers discussed how to create a “data picture” for students that can help support learning improvement. (An example of a data binder was shared with the board.) Staff conversations, with grade level colleagues and as a whole staff, allows for planning and differentiation in the classroom. It was noted the use of data was relatively new. Maureen Wilson spoke about the value of the district designated early release days, noting in the past professional development had been rolled out every six weeks but was not about teacher growth. She stated great teaching is

inspired and not prescribed, and the early release days are a time to talk, collaboration, share ideas. It was noted an EdMoto site was being used to share information on books and manipulative, specifically in math. The district days are also a way to get to talk about the big ideas, and get to know staff district-wide. Lisa Hale talked about the team designated days and the benefit of collaborating around the new math curriculum. It allowed for the alignment of common assessments and more consistent support for students. Peer discussions also helps to build content knowledge amongst district staff. Mary Kay Dolesjst shared the challenges experienced at the high school with new students entering the classes each year. The early release Mondays have allowed collaboration on content area assessments, starting with a base and differentiating targets based on where the students are and what they are capable of learning. Jake Haley talked about the depth of conversation teachers are reaching during the early release days. It is truly a gift to support student learning.

Moving on to the final school calendar for 2013-2014, Dr. Bang-Knudsen provided additional details about the parent/student conference schedules. He noted the calendar requires School Board approval.

**Motion 90-12-13:** That the Board approves the Final 2013-2014 Calendar.  
(Kinkead) The affirmative vote was unanimous. (Kinkead, Hoberg, Spence)

*B. Murdock Grant (STEM) – Bainbridge High School*

STEM Coordinator Greg Moncada presented information about Murdock Trust Grant to support Bainbridge High School Science. He explained that during the past two summers, Bainbridge High School Science Teacher Benjamin Hart worked at the Montine Lab at the University of Washington. This work has been supported by the Murdock Charitable Trust, and as a result of this work Mr. Hart has been awarded a \$5,000 supplemental grant from the Murdock Charitable Trust. The grant was contingent upon an additional \$2,000 being made available from the STEM funds. Thanks to Greg Moncada and the STEM Advisory Board, the funds were made available. Grant funds will be used to purchase a UV-Vis Spectrophotometer and protein purification columns from Bio-Rad. *Target 1: Inquiry, Engineering and Research:* The funds will also be used to support student exploration of factors that influence the rate of protein expression in transformed bacteria. Students will have opportunities to manipulate conditions and design a protocol to efficiently isolate the green fluorescence protein from the transformed bacteria. In addition, this equipment will support student learning from a number of other courses including Physical Science, Chemistry, and AP Chemistry. Finally, students engaged in research projects with high school teachers will have access to the aforementioned equipment. *Target 2: Develop Quantitative Skills:* Students will quantitatively analyze data. This analysis will strengthen connections between science and mathematics. It was noted that extending the laboratory investigation beyond transformation and into quantitative measurement will encourage student engagement and critical thinking skills.

**Motion 91-12-13:** That the Board approves the Murdock Grant (STEM) for Bainbridge High School as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Hoberg)

*D. Healthy Youth Survey*

Executive Director of Instructional Support Services Bill Mosiman and School Nurse Heidi McKay provided an overview of the Healthy Youth Survey results for 2012. It was noted students participating in the survey included grades 8, 10, and 12. Mr. Mosiman explained the first few survey questions shared with the board covered such areas as percent of students who report eating breakfast, and those who report three or more hours of television watching, video game playing, or computer use for fun on an average school day. Questions on the survey related to lifetime sexual activity, etc. were removed in 1998 and were reintroduced into the survey in 2010, so that data for two years has been accumulated. The questions related to depression resulted in data indicating the percentage of district students experiencing these

feelings was lower than the statewide average. However, it still demonstrates a percentage of students who do experience these feelings are of concern. Other areas the survey covered were substance use at school, perception of neighborhood norms (alcohol), perceived availability of alcohol, current alcohol use, and binge drinking. The same types of questions were on the survey related to marijuana, illegal drug use, and cigarette smoking. Ms. McKay pointed out the number of data points that were positive such as high percentage of students feeling safe at school, etc. It is important to keep those positive points in mind as the district seeks to address those areas of concern. The complete survey data will be posted on the district's website.

#### *E. Legislative Update*

Superintendent Faith Chapel provided the board with the end of session Legislative Update Newsletter (April 26, 2013) and the Legislative Update Newsletter (April 28, 2013) announcing the legislative special session both from the Washington State School Directors' Association. Ms. Chapel noted the biggest issue was the budget negotiations to come during the special session. There was no other news related to the state budget.

#### **Personnel Actions**

##### **Motion 92-12-13:**

That the Board approves the Personnel Actions dated May 3, 2013, and May 9, 2013 as presented. (Hoberg) The affirmative vote was unanimous. (Hoberg, Spence, Kinkead)

#### **Consent Agenda**

##### **Donations**

1. Donation to Bainbridge High School in the amount of \$1,000.00 from Virginia Mason c/o Andrew Baylor at the Winslow Clinic as the annual donation to the scholarship fund for graduating seniors.
2. Donation to Bainbridge High School in the amount of \$1,338.15 from Bainbridge Girls Basketball to help cover the cost of the girls' basketball team uniforms purchased for the 2012-2013 season.
3. Donation to Bainbridge High School in the amount of \$2000.00 from Janet Herren and Robert Walles as the annual donation to the Herren Memorial Scholarship Fund-Scholarships awarded to graduating seniors.
4. Donation to Wilkes Elementary in the amount of \$3968.26 from Wilkes PTO to use for enhancement of specific school programs.
5. Donation to Wilkes Elementary in the amount of \$10,000.00 from Wilkes PTO for building and classroom supplies and support.
6. Donation to Woodward Middle School and Sakai Intermediate School in the amount of \$6000.00 from Windermere Real Estate of Bainbridge Island inc. to be split 50/50 between the two schools.

##### **Student Field Trip: Overnight**

1. Request for Board approval from Kim Rose teacher at BHS to have Student and Staff attend the National Future Business Leaders Association Conference in Anaheim, CA June 25- July 1, 2013.
2. Request for Board approval from Wilkes teachers; Madison, Covert, Vroom and Read to have the fourth (4<sup>th</sup>) grade classes participate in the Islandwood environmental education program May 28, 2013 thru May 30, 2013.

#### **Minutes from the March 28, 2013 School Board Meeting**

**Motion 93-12-13:**

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

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

(General Fund Voucher)

Voucher numbers **2007804** through **2007908** totaling \$ **208,820.23** .

(Capital Projects Fund Voucher)

Voucher numbers **4635** through **4639** totaling \$ **51,080.55**

**Adjournment**

7:42 p.m. – Board President Mike Spence adjourned the meeting.

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SCHOOL BOARD OF DIRECTORS

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

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

**Date:** May 30, 2013

**Place:** Board Room – Commodore Campus

**Board of Directors Present**

Board President – Mike Spence

Directors – Patty Fielding, Tim Kinkead, Mev Hoberg

**Excused**

Mary Curtis

**Call to Order**

5:35 - Board President Mike Spence called the meeting to order and a quorum was recognized.

**Public Comment**

Bainbridge Island Educational Support Professional Association (BIESPA) President Mike McCloud read a prepared statement regarding the district's Transportation Department (comments summarized - text of statement available upon request). He noted morale in the department was low – especially low in the past week as two drivers resigned and others threatened to participate in a “sick out.” It was noted that quick intervention by the association's building representatives prevented this action. Budget concerns/impacts in the past few years has been especially hard on the Transportation Department, and drivers do not feel valued or appreciated. The physical amenities for a staff of 30 are cramped. This year an additional \$50K was cut from an already lean budget, with route times reduced and field trip prep cut by 75%. Another important factor in the low morale is the absence of supervision and management during much of the work day. In conclusion, Mr. McCloud stated that while painful cutbacks have impacted every part of the district, it was felt that Transportation had been especially hard hit by drastic and damaging cuts.

**Superintendent's Report**

Superintendent Faith Chapel announced the hiring of a new Associate Principal at Bainbridge High School (BHS) – Kristen Haizlip. Ms. Chapel asked BHS in-coming Principal Jake Haley to introduce Ms. Haizlip and provide a brief background for the new addition to the BHS administrative team. It was noted Ms. Haizlip received her Masters in Teaching from Seattle University, followed by a Masters of Arts & Science from Washington State University, and a BA from Santa Clara University. She received her Administrative credential from the Danforth Educational Leadership Program at the University of Washington. Ms. Haizlip comes to Bainbridge from her most recent position as Assistant Principal at Bellevue High School.

Ms. Chapel announced three Bainbridge High School students received scholarships to participate in the National Strategic Language Initiative for Youth Summer Program. These students will travel to India, Turkey, and Russia to study languages with full immersion, home-stay exchanges that include intensive classes.

Ms. Chapel reported on community meetings regarding the work of the School Configuration Committee and proposed options for the configuration of schools. She noted the meetings were well attended. The Committee met this past Tuesday to review and discuss the feedback from those community meetings. Board Director Patty Fielding commented the committee discussion highlighted the importance of the feedback from the public participants. It was agreed that, based on the common themes heard at the community meetings, any school configuration change would not be implemented until the 2015 school year. Strategic planning will continue next year.

**Board Reports**

Mev Hoberg reported the Multicultural Advisory Committee recently held their last meeting of the year. A report from that committee will be forthcoming.

### **Presentations**

Board President Mike Spence suggested item C. New Course Proposal – Woodward Middle School be moved forward on the agenda. There were no objections.

#### *C. New Course Proposal – Woodward Middle School*

Associate Superintendent Julie Goldsmith briefly explained how new course proposals are proposed and how the process relates to the newly developed procedures for proposing and implementing new or innovative projects and programs. Ms. Goldsmith then introduced Woodward Middle School Principal Mike Florian who provided an overview of the proposed new course – Achieve. Mr. Florian noted several interventions already implemented at Woodward in the areas of math and reading, along with a Homework Club held before school. Each year, Woodward has a group of students who are capable of achieving more in school but need additional guidance and motivation to find success. The new class – Achieve – will support the mission of both the District Improvement Plan and Woodward's School Improvement Plan to ensure every student is future ready, assist in meeting AMOs, and support the use of technology to positively impact student learning. The new class will also help students develop skills necessary for success in high school, rigorous courses, and be prepared to attend and succeed in post-secondary education. The *7 Habits of Highly Effective Teens* book will be used in the class. Staff will recommend students to be invited to participate in the class. It was recommended the school board approve the new course at Woodward for the 2013/14 school year.

#### **Motion 92-12-13:**

That the Board approves the new course Achieve at Woodward Middle School. (Hoberg) The affirmative vote was unanimous. (Hoberg, Kinkead, Spence, Fielding)

#### *A. Technology Report – Levy Planning*

Director of Instructional Technology and Assessment Randi Ivancich presented an overview the technology goals and the development of funding needs. She noted the District will use technology to improve student learning for all students. Technology fosters a passion for learning, delivers challenging and meaningful curriculum, and develops and supports the skills necessary for career, college, and life in the 21<sup>st</sup> Century. Technology can readily connect students to the resources they will need to be successful as illustrated in A Model of Learning, Powered by Technology from the National Education Technology Plan. Ms. Ivancich outlined the five focus areas that provide the framework within which educators can help student access these resources and create powerful and engaging learning opportunities. The five focus areas include: 1) Learning: Engage and Empower; 2) Teaching: Prepare and Connect; 3) Assessment: Measure What Matters; 4) Infrastructure: Access and Enable; 5) Communications and Productivity: Redesign and Transform. Each focus area includes a goal statement, rationale, and priority areas that impact student learning. It was noted that Focus Area #1 – Learning, has the most information in it as the focus is student learning. Priority areas related to Focus Area #1 include: 1.1 – Student Computing Devices; 1.2 – Computer Labs and Technologies for Whole Class Activities; 1.3 – Personalized Learning; 1.4 – Science, Math and Career & Technology Education (CTE); 1.5 – Electronic Content to Support Curriculum; 1.6 – Information Systems; 1.7 – Collaboration Tools; 1.8 – Assistive Technology Systems; 1.9 – Wireless Access. Priority areas for Focus Area #2 include: 2.1 – Presentation Equipment and Resources; 2.2 – Computing Devices; 2.3 – Professional Development. Priority areas for Focus Area #3 include: 3.1 – Assessments; 3.2 – Data Integration; 3.3 – Common Core State Standards; 3.4 – Professional Development. Priority areas for Focus Area #4 include: 4.1 – Cabling and wiring to support networked systems; 4.2 – Servers, hardware, operating systems and databases to create networked systems; 4.3 – Connectivity and bandwidth for reliable levels of network and Internet access; 4.4 – Safety and security to meet federal regulations while providing access to learning resources; and 4.5 – Technical and administrative support to keep systems running smoothly and meet needs of users. Priority areas for Focus Area #5 include: 5.1 – Telephone and Voicemail Systems; 5.2 – Networked Copiers and Printers; 5.3 – Email; 5.4 – Notification Systems; 5.5 – District, School, and Classroom Websites; 5.6 – Transportation Security and



Emergency Preparedness; 5.7 – District-level Reporting Requirements; and 5.8 – Office and Support Staff Computers and Training.

Ms. Ivancich provided charts that outline the progress made in technology in the district over the last seven years that includes pre-2006 technology levy, 2006 – 2010 tech levy, 2010 – 2014 tech levy, and proposals for 2015 – 2017 broken into different levels of advancement. The chart related to the technology proposal for 2015 – 2017 provided five progressive options to reach the district's technology goals. As deliberations narrow the number of options and refine the work within each focus area, estimates of the costs involved and a timeline within which the district wants to accomplish its goals will be added. Next steps in the planning process will include the narrowing of choices and the development of the funding needs. Future board meetings will include information about the results of a technology survey from students, parents, and teaching staff, as well as the refinement of technology options to identify funding needs. A narrative describing the benefits of technology for students, staff, and families will also be provided.

#### *B. K-6 Educational Programs & Innovation Committee (EPIC) Report/Recommendations*

Superintendent Faith Chapel provided an update on the monthly meetings of the K-6 Educational Programs and Innovation Committee (EPIC). She noted the committee had been charged with two tasks: (1) to establish a district framework that delineates the process for programmatic or innovative change, and (2) to consider relevant research and emerging trends in K-6 education that are aligned with the District's mission, vision, and guiding principles. Over the past seven months, the committee developed new procedures for programmatic or innovative change, including processes for pilot projects. The committee also identified two educational trends for further study and discussion; world language instruction and strategies for differentiation of instruction in elementary schools.

Associate Superintendent Julie Goldsmith described the elements of the new procedures for proposing and implementing new or innovative project/programs. The procedures include guiding principles for innovation, a planning guide that includes descriptions of small scale, medium scale and large scale projects/innovations, and step-by-step procedures for each proposed project/innovation. Following brief discussion, board members suggested under the communication plan section of the procedures, the four phases where communication is required be more specifically addressed – exploration, development, proposal, and implementation. Each of the phases has a different level of communication. There was also discussion regarding future ongoing costs with any new innovation/program.

#### *D. Monthly Capital Projects Report*

Director of Facilities and Capital Projects Tamela Van Winkle presented a report on capital projects and facility activities for May 2013. Included in the report was a summary of the Bond 2009 Capital Projects expenditures to date. The Wilkes Elementary School replacement project was highlighted during Ms. Van Winkle's report as follows: a) Sod was installed on the playfield mid-May, and it was noted that sod requires time to establish a healthy root growth. Cascade Design Collaborative, the landscape architect of record, strongly encouraged no use of the newly sodded field for at least two months. b) Tent caterpillars infested Yoshino cherry trees, birch trees, and Otto Luyken laurel shrubs on the Wilkes campus. Several tents were cut from the trees but concerns over extensive pruning of the new plants halted this practice, and hand-plucking of the caterpillars soon proved inadequate as their population grew. After extensive research and discussion between the Integrated Pest Management committee, the Washington State Department of Agriculture, and prominent community members, a decision was reached to spray the landscape material with a biological insecticide called DiPel Bt. Mixed in a solution of Nu-Film-P and Fertile Tea, a proprietary compost tea. Signage at the school, recorded information in the IPM Hot Line, and a description of the situation was sent to the Wilkes listserv of parents. The spraying took place Saturday, May 25. c) The landscape sub-contractor manually dredged the drainage ditch that had become clogged with erosion sediment and composted material in the backyard of a Wilkes neighbor north of the school. District Maintenance removed the spoils. The neighbor reported being pleased to see his "stream" running as it did prior to the construction. Ms. Van Winkle noted construction documents were being prepared for the Woodward Field & Track Renovation Project, and

she would be bringing the Authorization to Bid request to the school board for consideration at their next meeting.

*E. Monthly Financial Report*

Director of Business Services Peggy Paige provided a summary of the financial reports for the month ending April 30, 2013. Regarding revenues, Ms. Paige stated total General Fund revenues were above prior year and the expected average at \$26.4 million. Tax revenues continue to run above the average expected percentage, indicating that the district is on target to hit its estimate of \$8.7 million. Local revenues were above the 3-year average with the Bainbridge Schools Foundation donation submitted last month. State revenues for both Basic Ed and Special Ed were consistent with state funding based on the actual average enrollment to date. The receipt of Safety Net funds in the area of Special Ed should result in revenues above budget estimates by year end. Regarding expenditures, they are well below the expected average at \$24 million. Total expense for Basic Education increased .1% and is below the average. Learning Resources and Extracurricular were above the expected average. 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 were expected to exceed budget estimates due to extended play for several sports. Total Support Services is currently below the expected average. Transportation/Motor Pool, and Operation/Buildings have been impacted by a decrease in budget allocations for substitute expense. 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 but the district had a delay in receiving invoices from PSE due to a change in their accounting system. 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. Net cash inflow during April was \$2,213,694. The projected year end cash balance is \$2.6 million.

*F. Resolution 07-12-13: VEBA Trust – Classified*

A resolution of the Board of Directors to authorize a sick leave conversion medical expense reimbursement plan (VEBA Service Group) for eligible retiring Bainbridge Island Educational Support Professional Association members.

**Motion 93-12-13:**

That the Board approves Resolution 07-12-13: VEBA Trust – Classified. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

*G. Resolution 08-12-13: VEBA Trust – Certificated*

A resolution of the Board of Directors to authorize a sick leave conversion medical expense reimbursement plan (VEBA Service Group) for eligible retiring Bainbridge Island Education Association members.

**Motion 94-12-13:**

That the Board approves Resolution 07-12-13: VEBA Trust – Certificated. (Fielding) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

*H. Resolution 09-12-13: VEBA Trust – Administrative*

A resolution of the Board of Directors to authorize a sick leave conversion medical expense reimbursement plan (VEBA Service Group) for eligible retiring Bainbridge Island Building Administrators members.

**Motion 95-12-13:**

That the Board approves Resolution 07-12-13: VEBA Trust – Administrative. (Hoberg) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

*I. Resolution 10-12-13: WIAA Delegating Authority*

An annual resolution by the Board of Directors (Chapter 32, Laws of 1975-1976) delegating to the Washington Interscholastic Activities Association (WIAA) the authority to control, supervise and regulate interschool activities consistent with the rules and regulations of WIAA. The Board of Directors retains the right to establish eligibility standards that meet or exceed the rules and regulations of WIAA.

**Motion 96-12-13:**

That the Board approves annual Resolution 10-12-13: WIAA Delegating Authority. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

**Personnel Actions**

**Motion 97-12-13:**

That the Board approves the Personnel Actions dated May 17, 2013, and May 30, 2013 as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

**Consent Agenda**

**Staff Travel: Out-of-State**

1. Request for Board approval for Associate Superintendent Julie Goldsmith and Math TOSA Jennifer Ledbetter to attend the Stanford EPGY Summer Educator Workshop in San Francisco, California, June 9 – 11, 2013.
2. Request for Board approval for Bainbridge High School teacher Kim Rose to attend the National FBLA Conference June 25 – July 1, 2013 in Anaheim, California.

**Donations**

1. Donation to Bainbridge High School in the amount of \$1,000.00 from the Bainbridge Girls Basketball Academy to help cover the cost of a “Noah” Instant Feedback Shooting Aid.
2. Donation to Bainbridge High School in the amount of \$1,000.00 from Pamela Ogonowski to help cover the cost of a “Noah” Instant Feedback Shooting Aid.
3. Donation to Bainbridge High School in the amount of \$2,000.00 from Bainbridge Island Education Association as the annual donation to the BIEA Scholarship Fund for graduating seniors.
4. Donation to Bainbridge High School in the amount of \$1,400.00 from Interact to support the purchase of supplies for the nurse’s office.
5. Donation to Bainbridge High School in the amount of \$1,000.00 from Bainbridge Island Sportsmen’s Club as the annual donation to the BISC Scholarship Fund for graduating seniors.
6. Donation to Bainbridge High School in the amount of \$4,500.00 from the Windermere Foundation as the annual donation to the Windermere Scholarship for graduating seniors.
7. Donation to Bainbridge High School in the amount of \$5,000.00 from MRJ Constructors to be applied to the cost of the contract for the Athletic Trainer at BHS.
8. Donation to Woodward Middle School in the amount of \$9,874.00 from 3M Foundation to install a weather station, design and implement a video broadcasting course and studio.
9. Donation to Wilkes Elementary School in the amount of \$1,537.00 from the Wilkes PTO to support the 4<sup>th</sup> Grade Outdoor Education experience.
10. Donation to Bainbridge High School in the amount of \$1,000.00 from the Bainbridge Schools Foundation as the annual donation to the Liz Orr Scholarship Fund for graduating seniors.
11. Donation to Ordway Elementary School in the amount of \$6924.88 from the Ordway PTO for the 2012-2013 Annual Stipends for Outdoor Education.
12. Donation to Sakai Intermediate School in the amount of \$9,686.52 from the Sakai PTO for the 2012-2013 Annual Stipends (Math Club, TV Broadcast Club, Student Council, GEO Bee, Rocket Club, Homework Club).
13. Donation to Woodward Middle School in the amount of \$6,612.19 from the Woodward PTO for the 2012-2013 Annual Stipends (Knowledge Master, Earth Squad, Builders, Art, Tech, Woodworking)

**Minutes from the April 11, 2013 School Board Meeting**

**PAYROLL April 2013 Warrant Numbers:**

(Payroll Warrants) 1001381 through 1001415  
(Payroll AP Warrants) 172061 through 172090  
Total: \$2,666,972.44

**Motion 98-12-13:**

That the Board approves the revised Consent Agenda. (Fielding)  
The affirmative vote was unanimous. (Fielding, Spence, Kinkead,  
Hoberg)

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

(General Fund Voucher)

Voucher numbers **2007909** through **2008024** totaling \$ **226,347.74** .

(Associated Student Body Fund Voucher)

Voucher numbers **4000926** through **4000947** totaling \$ **40,475.54** .

(Capital Projects Fund Voucher)

Voucher numbers **4640** through **4647** totaling \$ **755,938.59** .

(DOR – COMP TAX Voucher)

Voucher numbers **121300022** through **121300023** totaling \$ **939.14** .

8:15 p.m. – Board President Mike Spence announced the board would move into an executive session for 30 minutes regarding litigation.

**Adjournment**

8:45 p.m. – President Spence reconvened the meeting and immediately adjourned.

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SCHOOL BOARD OF DIRECTORS

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

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

**Date:** June 13, 2013

**Place:** Board Room – Commodore Campus

**Board of Directors Present**

Board President – Mike Spence

Board Vice-President – Mary Curtis

Directors – Tim Kinkad, Patty Fielding, Mev Hoberg

**Call to Order**

5:34 p.m. – Board President Mike Spence called the meeting to order and a quorum was recognized.

**Public Comment**

No public comment.

**Superintendent's Report**

Superintendent Faith Chapel announced Bainbridge High School (BHS) teacher Brad Lewis was awarded the Hilton Honors Teacher Trek Grant. The Teacher Treks program funds travel so that teachers can experience first-hand the subject they teach, enriching their curriculum and inspiring students to explore the world. Ms. Lewis has a passion for cultural and statistical connections to Africa and will travel to Africa to participate in a field study. He will then infuse into his Environmental Science and Statistics curriculum, all that field study experience. Mr. Lewis will be joined on this travel experience by fellow BHS teacher Jason Uitvlugt who received a STEM Grant to participate in the field study.

Ms. Chapel announced Woodward Middle School teacher Christine Fulgham was selected by the Bainbridge Island Kiwanis Club as its 2013 Educator of the Year. Ms. Fulgham teaches Family and Consumer Science classes and has taught on the Island for 36 years. It was noted that 62 of Ms. Fulgham's students wrote individual nominating letters.

Ms. Chapel noted the district received the final segment of the Washington State Auditor's report this week. Every year, the Auditor's office conducts a financial audit and again, the district received no findings. The district takes great pride in having no audit findings since 1999. In response to a citizen's concern about Spanish Immersion, the auditor conducted an accountability audit. While there were no findings in the audit, the phrasing of outcome statements was a bit vague. After asking for clarification from the Auditor's Office, the district received a copy of the management letter generated following the completion of the audit. There were two areas of recommendations – one was a suggestion that a formalized agreement with the Bainbridge Schools Foundation be implemented (it was noted the district had already begun this task), and the second was a revision to the gifts/donations forms to reflect greater specificity regarding donations. It was noted all groups donating to the district will be asked to be very specific about what the intent of their donations.

**Board Reports**

Mike Spence reported attending the exit conference with the State Auditor's Office at which both the aforementioned recommendations were discussed. He noted, as did the Auditor representatives, those recommendations did not rise to the level of findings.

Tim Kinkead referenced the work of the School Configuration Committee and that this committee was formed based on a report that indicated enrollment would be declining. He did some digging, with the assistance of a community member, looking at housing starts, which is one of the data points that support demographic reports. He noted a clear difference between the 2005 and 2006 range when housing starts were approximately 300, and the 2013 housing starts, which is an order-of-magnitude lower. Mr. Kinkead noted this may be a bit of a rollercoaster ride, and the district needs to be watching those trends, and be thinking 3,4, and 5 years in the future.

Mev Hoberg had the privilege of handing out diplomas at the high school graduation. It was an inspiring experience.

Board President Mike Spence suggested the Consent Agenda be moved forward on the agenda. There were no objections.

### **Consent Agenda**

#### **Public Comment**

*Citizen Tim Gleason* (statement summarized) addressed last year's funding of the Commodore Options Spanish Immersion class by the Bainbridge Schools Foundation, noting the \$10K donation had not been itemized in the Foundation's \$373K contribution to the district. Mr. Gleason asked the board to pause on approving a \$20K donation for Spanish Immersion listed on the meeting's Consent Agenda, asked that a detailed accounting of the donations be provided, and asked that the board hold quarterly meetings with constituents. *Citizen Bernadette Witty* commented on an item on the Consent Agenda, the \$20K donation to Spanish Immersion that is listed as part of the overall donation from the Bainbridge Schools Foundation. Ms. Witty (comments summarized) provided the opinion this donation conflicted with some of the qualifications contained in Board Policy 6114 – Gifts and Donations. Ms. Witty made several suggestions to the board regarding approval of the proposed Foundation donation. Board President Mike Spence and Superintendent Chapel explained the \$20K listed as part of the Foundation's donation was not a *new* donation, but the second portion of the pledge made by the Foundation. Foundation Executive Director Vicky Marsing clarified noting a \$15K donation last year, with \$10K of that donation given to the district, and \$5K carried forward to this year by the Foundation. Another \$15K was donated for 2012/13, added to the \$5K for a total of \$20K applied to the 2012/13 pledge. It was noted in the future, as will be presented later on the meeting's agenda, funding priorities for financial support from the Bainbridge Schools Foundation will be considered by the Board.

#### **Donations**

1. Donation to Bainbridge High School in the amount of \$2,500.00 from the Institute of International Education "in honor of Bradley Lewis, selected as a finalist in the Hilton Honors Teacher Treks Travel Grant Competition."
2. Donation to Blakely Elementary School in the amount of \$1,780.97 from the Blakely PTO for staff support for Zeno Math, April transportation charges, and a Hodges Badge Co. purchase.
3. Donation to Wilkes Elementary School in the amount of \$2,378.25 from the Wilkes PTO to support scholarship funds for Outdoor Education.
4. Donation to Wilkes Elementary School in the amount of \$3,000.00 from the Wilkes PTO to support Outdoor Education.
5. Donation to the Bainbridge Island School District from the Bainbridge Schools Foundation as follows: 1) \$75,000.00 for training; 2) \$489.09 for learning strategies; 3) \$100,000.00 for teacher salaries; 4) \$5,000.00 for remedial reading; 5) \$45,612.42 for WINGS; 6) \$5,000.00 for FLES; 6) \$981.00 for Bridge Fitness; 7) \$20,000.00 for Spanish Immersion; 8) \$112,471.00 for STEM.
6. Donation to Blakely Elementary School in the amount of \$3,279.00 from the Blakely PTO as a scholarship donation for Outdoor Education.

7. Donation to Bainbridge Island School District in the amount of \$5,695.44 from the Bainbridge Schools Foundation to support a variety of teacher grants.
8. Donation to Bainbridge High School in the amount of \$1,000.00 from Bainbridge Island Garden Club as the annual scholarship donation for graduating seniors.
9. Donation to Ordway Elementary School in the amount of \$4,966.51 from the Ordway PTO to support transportation charges for Outdoor Education, sub pay for Glen Robbins (principal), April staff sub pay for math club and enrichment.
10. Donation to Blakely Elementary School in the amount of \$1,054.84 from the Blakely PTO as the 2012-13 Music stipend.

#### Grant

1. Confirmation of grant given to Bainbridge High School in the amount of \$7,000.00 from M. J. Murdock Trust to support the purchase of a UV-Vis Spectrophotometer and protein purification columns.

#### Staff Travel: Out-of-Country

1. Request for Board approval from Bainbridge High School teachers Brad Lewis and Jason Uitvlugt to participate in the Earthwatch study of perceptions and reality of human vs. wildlife conflict in the mountains of South Africa July 16 – 27, 2013.

#### Minutes from the April 25, 2013 School Board Meeting

#### PAYROLL May 2013 Warrant Numbers:

(Payroll Warrants) 1001416 through 1001451  
 (Payroll AP Warrants) 172093 through 172121  
 Total: \$2,654,666.95

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

#### (General Fund Voucher)

Voucher numbers 2008025 through 2008136 totaling \$ 201,103.26 .

#### (DOR – COMP TAX Voucher)

Voucher numbers 121300024 through 121300025 totaling \$ 4,042.57 .

#### (Capital Projects Fund Voucher)

Voucher numbers 4648 through 4654 totaling \$ 59,578.63 .

#### **Motion 99-12-13:**

That the Board approves the revised Consent Agenda as presented. (Kinkead) The affirmative vote was unanimous.

Board President Mike Spence suggested item C. STEM Report be moved forward on the agenda. There were no objections.

#### Presentations

##### C. STEM Report

STEM Coordinator Greg Moncada began the presentation by announcing the implementation of the Bainbridge Island School District Weather Station funded by a generous grant from the 3M Corporation.

The station is part of the redesign of the computer technology courses at the middle school become a broadcast journalism class and will be used beginning next year. Ms. Moncada continued the presentation with a review of the six outcomes for STEM. Those outcomes include: *Outcome 1*: By June 2016, increase the number of courses available in high level STEM; *Outcome 2*: By June 2016, increase the enrolment in STEM Advanced Placement courses for Non-White/Non-Asian students, economically disadvantage students and males; *Outcome 3*: By June 2014, establish a course pathway and increase enrollment in mathematics courses; *Outcome 4*: Beginning in 2011-2012, create a STEM course plan for every 7<sup>th</sup> grader. Monitor the plan each year and adjust accordingly; *Outcome 5*: By June 2016, increase student graduation survey data that indicates an interest in pursuing a STEM-related degree or career; and *Outcome 6*: By June 2016, increase partnerships with local Puget Sound business supporting specific STEM courses. Data related to the percentage of students interested in pursuing STEM degrees in college as well as data regarding last year's STEM Camp was shared with the board. This year's STEAM Camp will include such classes as Rockets Team, iPhone Apps, and 3D Graphics.

As an example of some of the STEM related activities, several students (elementary, middle, high school) provided a "robotics summit" demonstration using programing applications to make robots preform simple tasks. One student demonstrated a "snapping" crocodile, while others caused a robot to travel a designated path, spin around, and travel the path to the starting point. A more sophisticated robot was driven by a command control, picking up a small ball and dropping it into a basket. At the conclusion of the demonstration, Mr. Moncada noted the year ahead will produce more refined outcomes, include additional professional development, a STEM Advisory reconfiguration, and continuation of the embedded TOSA model.

#### *A. K-6 Educational Programs & Innovation Committee (EPIC) Report*

##### Elementary World Languages

Associate Superintendent Julie Goldsmith explained the K-6 Programs and Innovations Committee was charged by the Board to consider relevant research and emerging trends in K-6 education that were aligned with the District's mission, vision, and guiding principles. Among several topics, the committee identified World Languages as a trend that should be considered. Ms. Goldsmith noted a subcommittee comprised of parents and staff from each school was formed to explore the possibility of an elementary world language program for all students. She introduced committee members attending the meeting as follows: Co-chair Mary Alice O'Neill, Carole Cottle (teacher – Wilkes), Peter Murchie (parent – Wilkes), Wilkes Principal Sheryl Belt, and Mary Curtis (school board).

Ms. Goldsmith noted the Foreign Language in the Elementary School (FLES) subcommittee will need time to develop an instructional model for approximately 1800 students. The work will include research on effective FLES models, identification of goals for the program, design of a curriculum scope and sequence, development of program structures (time per week/delivery model), analysis of costs, and determination of the impact on the current instructional program. All along the way, input will be sought from staff, parents and the community. Ms. Goldsmith reviewed with the board, the new improvement and innovations planning guide that is part of the procedures for introducing new programs and innovations. Using the planning guide, a FLES program would be considered "large scale" with long-range implications for other grade levels.

Peter Murchie was introduced and continued with the subcommittee's presentation. Mr. Murchie noted learning a second language prepares students to become global citizens and for college. In addition, research indicates children who are exposed to a foreign language at a young age achieve higher levels of cognitive development at an earlier age. Elementary second language programs may also attract new residents, which may counteract the effects of district declining enrollment. It was noted that in addition to the EPIC recommendation, the last two World Language Program Reviews have recommended early second language instruction. Recent survey data from parents also indicated



strong interest in a FLES model as the preferred language program they would like to see the district develop over the course of the next few years. That same survey indicated parents first choice for a world language taught at the elementary level was Spanish, followed by Chinese/Mandarin.

The subcommittee discussed guidelines for any proposal that would be brought to the Board of Directors. Those guidelines would ensure the following: a) access to high quality world language instruction for all students; b) long-term sustainability; c) support and enhancement of the current core curriculum; d) minimal disruption to the current instructional program; and e) a process that is transparent and inclusive for staff, parents, and community members. The subcommittee developed a 4-phased exploration plan for FLES that included the following stages: Phase 1 – Investigation: Gather research on FLES models; develop criteria for an effective program and gather input from staff, parents, and community. Phase 2 – Development: Use survey data and research to develop possible models for consideration and gather input from staff and community on models. Provide the Board with options for consideration. Phase 3 – Possible Pilot Design: Develop a pilot to test the validity of the possible FLES model. Implement and evaluate the pilot for determining strengths and improvements needed. The design will include the information required through the Elementary Programs and Innovations Committee (EPIC). Phase 4 – Possible Implementation: Work with staff and community to finalize a proposed structure and curriculum for an elementary FLES program for all students. There will be ongoing communication to staff, parents, and the community through all phases of the exploration plan.

#### Differentiation in the Elementary Grades

Superintendent Faith Chapel provided an overview of the EPI Committee's recommendations for differentiation of instruction in grades K-6. As one of the two main educational trends identified by EPIC for further study, differentiating instruction at the elementary level was selected for several reasons. Reasons included the following: 1) The committee discussed data recently obtained from district-wide implementation of "Measures of Academic Progress (MAP)" assessments in elementary grades. The data revealed the high percentage of student who were performing above grade level, in both reading and mathematics, compared to their peers across the county. Analysis of this data led to committee discussion of the need to explore strategies that would address the instructional needs of the district's high performing students. 2) EPIC members read articles, listened to presentations, and reviewed information about differentiation. 3) A subgroup of EPIC members discussed and developed recommendations as follows: a) increase emphasis on differentiation of instruction in grades K-6, focusing on Mathematics in the 2013/14 school year; b) continue to implement differentiation in K-6 literacy instruction, using leveled readers and grouping of students by skill/ability; c) continue to utilize multiple assessments and develop or adopt additional assessments to help teachers diagnose the instructional needs of students and place them at the appropriate instructional level; d) support teachers with professional development opportunities and program support to facilitate differentiated instruction; e) provide the instructional materials and resources to help teachers differentiate classroom instruction for subgroups of students; and f) provide additional technological resources (e.g. online assessment, student devices) to help teacher efficiently and effectively monitor student progress and differentiate instruction. 4) It should be noted that parallel discussions regarding differentiation of instruction have been occurring in other district committees: Mathematics Curriculum Review Committee, Highly Capable committee, Data Lead Teachers, and Literacy Lead Teachers. Board members were also provided with a copy of the Personalization vs Differentiation vs Individualization Chart (Barbara Bray) that provides definitions for each of these learning strategies.

#### *B. Bainbridge Schools Foundation Agreements & Funding Priorities for 2013/14*

Superintendent Chapel explained earlier this spring, the Bainbridge Schools Foundation (BSF) and representatives of the school district and Board of Directors discussed the value of developing documents

and processes that would bring greater transparency to the relationship between the two entities and the process of identifying district priorities for financial support from BSF. A copy of the proposed funding priorities for Bainbridge Schools Foundation funds for the 2013/14 school year was provided to board members for review. The funding priorities included staffing, K-12 professional development for all staff, and K-12 innovations. In addition, Ms. Chapel noted that although there is no legal requirement to have formal documentation, other districts have written agreements in place with their foundations. It is believed that this district, the Foundation, and the parents and community will all benefit for the adoption of similar agreements. An agreement between the District and the Foundation that will serve as an overarching agreement describing the relationship between the two organizations was provided for review. A standard lease agreement used by other organizations such as Bainbridge Youth Services and Head Start, will be completed and will be renewed annually through a process managed by the district's Capital Projects Department. Following board review and discussion, it was noted the funding priorities document will be amended to include an adjustment to the funding totals and more specificity under the K-12 Innovations/The Arts category. In addition, Foundation Executive Director Vicky Marsing presented a check in the amount of \$55,000 to the board (for summer training institute) as the final contribution of their \$1 million dollar pledge to the district.

**Motion 100-12-13:**

That the Board approves the Bainbridge Schools Foundation Funding Priorities for 2013-2014, and proposed agreements between the District and Foundation, both as amended. (Curtis)  
The affirmative vote was unanimous.

*D. School Configuration Committee Report*

Superintendent Faith Chapel reported on the work of the School Configuration Committee (SCC) during the past two month. It was noted there had been five staff presentations and four community meetings held during April and May, and a copy of the presentation used at the meetings was provided to the board. In addition, an online survey for staff and parents was drafted, presented to the SCC, and revised to incorporate suggestions from SCC and Puget Sound Educational Service District staff. The survey has been posted and will remain open through mid-September. To date, there have already been 441 respondents to the survey. The committee wanted a direction from the Board on a couple of items: (1) the committee recommended deferring implementation of any potential configuration change to Fall 2015, and (2) it was recommended the three Commodore programs remain in one facility, on the main campus. Director Mary Curtis led board discussion regarding these two items, suggesting more time was needed for the committee's work. Regarding the Commodore programs, Ms. Curtis noted the committee's majority opinion was to keep those three programs together. Board discussion focused on choice programs as part of the core programs of the district, and the desire on the part of parents and others to see those options grow. It was also noted how important developing strategic working assumptions regarding choice programs would be coming from the board. Board members agreed that providing another year for the committee to continue their work will allow time for sorting through data and other information related to the options under consideration. It was further suggested a written communication from the board to the committee be drafted.

Board President Mike Spence suggested items F. Authorization to Bid – Woodward Middle School Field, G. New Wilkes Elementary School Project – Commissioning Report, and I. New Wilkes Elementary School Project – Substantial Completion Phase II be moved forward on the agenda. There were no objections.

*F. Authorization to Bid – Woodward Middle School Field*

Director of Facilities and Capital Projects Tamela Van Winkle explained DA Hogan and Associates worked collaboratively with Capital Projects and Woodward Middle School staff to develop specifications for the Woodward Middle School Field and Track Renovation Project. The project will be advertised for

two weeks beginning in July. Bids will be opened on July 22, with work beginning the first week of August. Ms. Van Winkle noted the Woodward Field Renovation was one of the essential renovation projects identified in the 2009 Bond request.

**Motion 101-12-13:** That the Board approves the Authorization to Bid the Woodward Middle School Field Reconstruction and Track Replacement Project. (Kinhead) The affirmative vote was unanimous.

*G. New Wilkes Elementary School Project – Commissioning Report*

Director Van Winkle provided the Board with a Summary of Findings for Wilkes Replacement Commissioning Report. It was noted the district's commissioning agent was McKinstry. The intention of McKinstry's commissioning effort is to assure the project's end result is an operable, maintainable, and sustainable system. The commissioning process independently validates that the systems have been engineered, installed, started up, and functioning per the original project design and intent. Based on the verification process, the systems have been proven to operate as designed with exceptions (4) as noted in Part 5 Issues Log. In conclusion, the district is extremely pleased with the high-energy efficiency and operation of the mechanical equipment and design outcome. As part of the district's contractual obligation with Spee West Construction, the Board is required to approve the commissioning report.

**Motion 102-12-13:** That the Board approves the New Wilkes Elementary School Project Commissioning Report. (Kinhead) The affirmative vote was unanimous.

*I. New Wilkes Elementary School Project – Substantial Completion Phase II*

Director Van Winkle presented the Certificate of Substantial Completion Phase 2B for the Wilkes Elementary School Project for Board consideration. The certificate states the work performed under the contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete as of June 7, 2013. This action establishes the date for commencement of all warranties associated with Phase 2B (landscape and field).

**Motion 103-12-13:** That the Board approves the Certificate of Substantial Completion Phase 2B for the Wilkes Elementary School Project. (Kinhead) The affirmative vote was unanimous.

*E. Technology Report – Levy Planning*

Director of Instructional Technology and Assessment Randi Ivancich provided continuing information related to district technology planning. She reviewed the technology goal that reads: *The Bainbridge Island School District will use technology to improve student learning for all students. Technology fosters a passion for learning, delivers challenging and meaningful curriculum, and develops and supports the skills necessary for career, college and life in the 21<sup>st</sup> century.* Ms. Ivancich shared the results of a survey of students, parents, and teaching to learn about students need for and access to computing devices. Highlights of the student responses were as follows: a) 70% of students were able to use a computer at school when they needed one; b) 70% of student use a district-owned computer at school at least 2-3 times/week for school work; c) 85% of student use a desktop or laptop, at home, at least 2-3 times/week for school work; d) 96% of the time students have use of the computer at home whenever they need it for school work; e) At home students most frequently connect to the Internet with a laptop, desktop, or Smartphone; f) For communication resources, students use the following at least daily: 56% teacher websites, 41% social networking sites, 40% text, 38% Google Apps/Docs, 33% school/department websites, 27% Microsoft Office, 25% email, 20% phone calls; g) Nearly 50% have an Internet-ready device at school daily; h) 60% would bring a device to school once it is sanctioned; and i) 82% responded that it would be sometimes or always beneficial to have their own device for school work in class. Highlights from the parent responses were as follows: a) For their own use, 94% use a computer daily for personal use, and 84% use a computer daily for work; b) For their own use, nearly 83% use a mobile device daily for personal use, and 64% use one daily for work; and c) 99.5% have a desktop or laptop at

home. Highlights from the teaching staff response were as follows: a) Over 40% of staff are ready for students to use personally owned devices in class at least 2-3/week; b) 47% of staff envision that at least 60% of their curriculum will be accessed via the Internet and personally-owned devices; c) Over 95% of staff envision that student device needs can be met by a combination of district-owned and personally-owned devices; d) 65% of staff envision that, in class, students will access the curriculum via personally-owned devices at least 2-3 times/week; e) 60% reported that a 1:1 student to device ratio would be ideal; 18% reported a 2:1 ratio; f) 58% of staff reported that an adequate ratio would be 2:1 or 3:1.

Ms. Ivancich reviewed the common themes or patterns from the students, parents and teaching staff responses as follows: a) High level of regular Internet access in district homes; parents reported 99% have Internet, students reported 94%; b) Most households have at least one desktop or laptop; parents reported 99.5% , students reported 93%; c) At least 50% of households have 3 or more Internet-ready devices (61% of respondent households have 4-5 members); d) Frequency of the need for a computer at home for school work increases as students progress through school; e) At home, students connect to the Internet most often with a desktop or laptop for school work; f) 77% of student in grades 9-12 and 70% of students in grades 7-8 have personally-owned Internet-ready devices; g) 23% of students responded that it would be very helpful to check out a device (and 38% sometimes helpful); 16% of parent responded it would be very helpful; h) 90% of students have their own email account; and i) 89% of students have a personal Gmail account. Board discussion during the review of the common themes focused on how to ensure all students have access to the devices/Internet service needed to support course requirements.

During the conclusion of the presentation, Ms. Ivancich mapped the technology focus areas to the District improvement priorities. The technology levy funding trends and comparisons to other school districts were also reviewed. The next steps in the technology planning process will include refining the priorities from technology leadership groups and school administrators and develop recommendations. A refinement of the technology options A – E will also be completed, with cost estimates added to each technology option.

#### **Personnel Actions**

##### **Motion 104-12-13:**

That the Board approves the Personnel Actions dated June 7, 2013, and June 13, 2013 as presented. (Curtis) The affirmative vote was unanimous.

#### **Adjournment**

8:38 p.m. – Board President Mike Spence adjourned the meeting.

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SCHOOL BOARD OF DIRECTORS

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

DRAFT

**BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303**  
**School Board Retreat Minutes**

**Date:** July 9, 2013

**Time:** 1:00 pm

**Place:** Non-Profit Retreat Center located at 15710 E. Euclid Avenue NE, Bainbridge Island

**Board of Directors Present:**

Mike Spence, Mary Curtis, Patty Fielding, Mev Hoberg, Tim Kinkead

**Strategic Planning 2013-14**

- **Student Learning – Educational Programs and Innovation:** Board members and Superintendent Faith Chapel discussed several ideas for improving District schools on Bainbridge Island that would move the district forward in alignment with the stated mission adopted by the Board of Directors to ensure all students are prepared for the global workplace, for college, and for personal success. Several themes that emerged during the discussion included:
  - Focusing on the goals outlined in the District Improvement Plan working toward the goal of having the highest performing students in Washington state and ensuring that all students are both challenged and supported to achieve learning goals (e.g. increasing differentiation of instruction); using data to inform instruction and drive improvement;
  - Expanding instructional time and opportunities for students: implementing a 7-period day for secondary students; expanding course offerings for Gr. 11-12 students that emphasize relevance as well as rigor (e.g. real world experiences through internships); exploring possibilities for early learning/preschool programs; developing closer partnerships with community colleges;
  - Research and explore new programs for possible implementation that prepare students to live and work in a global context. For example, the possibility of “Foreign Language in Elementary School (FLES) programs for all students and an International Baccalaureate program.
  - Continuing to balance the charge to have ALL students receive high quality instruction and opportunities in all subjects including world languages, the arts and STEM, while responding to individual needs and parental/community interest in options programs.
  - Board members noted that several of these themes emerged during meetings of the K-6 Educational Programs and Innovations Committee this past year. While the work of that committee has concluded, Board members discussed the importance of encouraging and supporting innovation at the “grass roots” level (individual teachers and schools) as well as through district initiatives and committees.
  - The importance of high quality staff: Board members also emphasized the importance of recruiting, hiring, retaining and investing in the best teachers, administrators and support staff.
- **School Configuration:** Board members discussed the work of the School Configuration Committee (SCC) and information gleaned from SCC meetings and staff/community presentations. They agreed that it would be helpful to SCC to provide a written document that will provide direction for their work this next year. Mary Curtis and Patty Fielding agreed to draft a document for Board consideration in at the August or early September meetings.
- **Financial Planning:** Board members discussed the need for renewal of the Educational Programs and Operations Levy and the need for a Capital Levy for Technology that could be placed before voters next February. Randi Ivancich, Director of Technology and Assessment, joined the Board and Superintendent for a review and discussion of the Technology Levy options that were presented to the Board on June 27. Dave Trageser, advisor to the Board, joined the

group for discussion of financial implications of various scenarios. Dave will prepare draft documents for Board consideration.

- **Communication:** Participants reviewed areas for enhanced communication to include development of a strategic plan for communication and the need for assistance from a communications advisor/specialist.

#### **Board Officers and Board Committees**

Board members discussed roles and committee assignments and agreed to defer decisions about changes until after the November election.

At the conclusion of the meeting, Board members discussed the importance of continued retreats and possible agenda topics.

**Executive Session – Personnel:** A short executive session was held regarding personnel. No decisions were made.

#### **Adjournment**

5:50 p.m. – The meeting was adjourned.

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SCHOOL BOARD OF DIRECTORS

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

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303  
GENERAL FUND

MONTH OF June 2013  
BOARD DATE July 25, 2013

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

Pamela Sloan  
PAYROLL OFFICER

APPROVED GROSS IN THE AMOUNT OF: 2,099,070.87

PLUS BENEFITS IN THE AMOUNT OF: 658,426.24

ADJUSTMENTS IN THE AMOUNT OF: 9,051.71  
(COBRA, Manual Warrants, Vender Adj)

TOTAL PAYROLL DISTRIBUTION: 2,766,548.82

WARRANT NUMBERS: (Payroll Warrants) 1001452 through 1001483  
(Payroll AP Warrants) 172122 through 172152

DIRECTORS

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\_\_\_\_\_

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\_\_\_\_\_

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

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

\_\_\_\_\_  
Signature



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 July 25, 2013, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$267,704.58. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF A/P Warrants:  
Warrant Numbers 2008285 through 2008372, totaling \$267,704.58

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

Check Nbr	Vendor Name	Check Date	Check Amount
2008285	ABSOLUTE NUISANCE WILDLIFE REM	07/15/2013	150.00
2008286	ACE HARDWARE	07/15/2013	432.22
2008287	ADVANCED RENTAL & SALES	07/15/2013	2,033.54
2008288	ALL TRADES MECHANICAL INC	07/15/2013	183.54
2008289	APP ASSOCIATED PETROLEUM PROD	07/15/2013	10,506.69
2008290	APPLE COMPUTER INC	07/15/2013	5,201.94
2008291	ARAMARK UNIFORM SERVICES	07/15/2013	68.28
2008292	ATS AUTOMATION INC	07/15/2013	743.97
2008293	B & H PHOTO - VIDEO	07/15/2013	1,263.38
2008294	BAINBRIDGE DISPOSAL INC	07/15/2013	5,907.14
2008295	BAY HAY & FEED INC	07/15/2013	90.79
2008296	BELLEVUE HS BAND BOOSTERS	07/15/2013	250.00
2008297	BIO-RAD LABORATORIES INC	07/15/2013	4,879.18
2008298	BRANOM INSTRUMENT	07/15/2013	155.56
2008299	CASCADIA INTERNATIONAL LLC	07/15/2013	261.24
2008300	CDW-G	07/15/2013	684.71
2008301	CENTURYLINK	07/15/2013	3,218.38

Check Nbr	Vendor Name	Check Date	Check Amount
2008302	CENTURYLINK	07/15/2013	3,943.94
2008303	Chapel, Faith Aiko	07/15/2013	147.35
2008304	Chee, Enrique	07/15/2013	446.58
2008305	CHILD CHILDRENS INSTITUTE FOR	07/15/2013	7,740.00
2008306	COOPERS N W INC	07/15/2013	609.48
2008307	COURT ENGRAVERS	07/15/2013	206.34
2008308	FERRELLGAS	07/15/2013	24,036.68
2008309	Florian, Kenneth M	07/15/2013	50.00
2008310	FOLLETT LIBRARY RESOURCES CO	07/15/2013	2,330.36
2008311	FOLLETT SOFTWARE COMPANY	07/15/2013	11,824.67
2008312	GE CAPITAL	07/15/2013	140.09
2008313	GRAINGER	07/15/2013	853.32
2008314	H & H DIESEL SERVICE INC	07/15/2013	1,416.73
2008315	Holsman, Linda S	07/15/2013	81.37
2008316	INTERSTATE BATTERIES OF SEATTL	07/15/2013	256.73
2008317	ISLAND EDUCATIONAL SERVICES	07/15/2013	325.00
2008318	JOSTENS	07/15/2013	55.03
2008319	JW PEPPER & SON INC	07/15/2013	277.19
2008320	KAY HIBLER	07/15/2013	1,288.00
2008321	KCDA	07/15/2013	12,321.70
2008322	KELVIN LP	07/15/2013	109.00
2008323	KENMORE CAMERA	07/15/2013	872.00
2008324	KITSAP SUN - ADVERTISING REMIT	07/15/2013	58.25
2008325	KITSAP TRACTOR & EQUIPMENT	07/15/2013	315.54
2008326	LEGO EDUCATION	07/15/2013	2,829.07

Check Nbr	Vendor Name	Check Date	Check Amount
2008327	LEMAY MOBILE SHREDDING	07/15/2013	219.60
2008328	LIGHTSPEED SYSTEMS	07/15/2013	7,167.60
2008329	LISTEN & TALK	07/15/2013	3,852.00
2008330	Matheson, Colin Lane	07/15/2013	9.60
2008331	MICRO COMPUTER SYSTEMS	07/15/2013	5,704.44
2008332	Moncada, Gregory J	07/15/2013	89.25
2008333	NORTHWEST EDISON INC	07/15/2013	847.08
2008334	OESD 114 OLYMPIC ESD 114	07/15/2013	12,371.48
2008335	OFFICE DEPOT	07/15/2013	419.30
2008336	OLYMPIC GLASS INC	07/15/2013	267.70
2008337	OLYMPIC COLLEGE - RS/CASHIER	07/15/2013	26,290.27
2008338	OLYMPIC SPRINGS INC	07/15/2013	30.00
2008339	OLYMPIC PRINTER RESOURCES INC	07/15/2013	467.85
2008340	ONE MORE STORY	07/15/2013	195.00
2008341	PACIFIC NW PUBLISHING	07/15/2013	1,156.21
2008342	PAPER PRODUCTS ETC	07/15/2013	2,651.08
2008343	Pastor, Beatriz	07/15/2013	127.01
2008344	PUD NO 1 KITSAP COUNTY	07/15/2013	1,318.90
2008345	QUILL	07/15/2013	159.16
2008346	REALLY GOOD STUFF	07/15/2013	561.27
2008347	RED LION INN - YAKIMA VALLEY	07/15/2013	428.92
2008348	Reynvaan, Melinda Sharp	07/15/2013	177.97
2008349	RICOH USA, INC	07/15/2013	79.06
2008350	Roberts, Kathleen Ann	07/15/2013	8.49
2008351	Rose, Kimberly J	07/15/2013	386.00

Check Nbr	Vendor Name	Check Date	Check Amount
2008352	SALISH SEA EXPEDITIONS	07/15/2013	3,600.00
2008353	SCHOOLWIRES INC	07/15/2013	14,552.00
2008354	SEATTLE POTTERY SUPPLY INC	07/15/2013	260.47
2008355	SEATTLE COMMUNITY COLLEGES	07/15/2013	56,157.33
2008356	Shiach, Michael M	07/15/2013	356.27
2008357	Simrell, Michael Lee	07/15/2013	89.00
2008358	Sonsalla, Rebecca Ann	07/15/2013	85.00
2008359	SOUND REPROGRAPHICS INC	07/15/2013	55.08
2008360	SP CONTROLS INC	07/15/2013	44.15
2008361	SUNBELT STAFFING LLC	07/15/2013	1,008.00
2008362	TCI TEACHERS CURRICULUM INSTI	07/15/2013	3,306.87
2008363	TOWN & COUNTRY MARKET	07/15/2013	610.48
2008364	US BANCORP	07/15/2013	3,314.76
2008365	US GAMES-SPORT SUPPLY GROUP IN	07/15/2013	1,014.22
2008366	WALTER E NELSON CO	07/15/2013	5,702.12
2008367	WASHINGTON ACCESS FUND	07/15/2013	32.58
2008368	WESTBAY AUTO PARTS	07/15/2013	334.10
2008369	Wilding, Caro A	07/15/2013	319.00
2008370	WSDOT MARINE DIVISION/FERRIES	07/15/2013	836.05
2008371	XEROX CORP	07/15/2013	768.88
2008372	YMCA-CAMP SEYMOUR	07/15/2013	1,708.00
88	Computer	Check(s) For a Total of	267,704.58

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
88	Computer	Checks For a Total of	267,704.58
Total For 88 Manual, Wire Tran, ACH & Computer Checks			267,704.58
0	Voided	Checks For a Total of	0.00
Net Amount			267,704.58

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
0	General Fund	-487.00	0.00	268,191.58	267,704.58

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 July 25, 2013, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$97,652.65. The payments are further identified in this document.

Total by Payment Type for Cash Account, GF A/P Warrants:  
Warrant Numbers 2008373 through 2008417, totaling \$97,652.65

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

Check Nbr	Vendor Name	Check Date	Check Amount
2008373	3WIRE RESTAURANT APPLIANCE	07/31/2013	116.04
2008374	ACE HARDWARE	07/31/2013	454.20
2008375	ADVANCED RENTAL & SALES	07/31/2013	2,006.60
2008376	ALLCRAFT JEWELRY SUPPLY	07/31/2013	505.55
2008377	ARAMARK UNIFORM SERVICES	07/31/2013	68.22
2008378	ARTEMIS BIOMEDICAL COMMUNICATI	07/31/2013	1,000.00
2008379	AWSP Assn Wa School Principals	07/31/2013	1,200.00
2008380	BAINBRIDGE RENTALS	07/31/2013	53.97
2008381	BAINBRIDGE COMMUNITY DEVELOPME	07/31/2013	750.00
2008382	BANK OF AMERICA	07/31/2013	141.48
2008383	Bruns, Janet Lynn	07/31/2013	96.62
2008384	BUILDERS HARDWARE & SUPPLY	07/31/2013	74.66
2008385	CENTURYLINK	07/31/2013	251.87
2008386	CITY OF BAINBRIDGE ISLAND	07/31/2013	22,814.74
2008387	DEPT OF L&I - ELEVATOR SECTION	07/31/2013	125.30
2008388	DSC INC	07/31/2013	968.56
2008389	ESD 112	07/31/2013	879.00

Check Nbr	Vendor Name	Check Date	Check Amount
2008390	EXTERMINATION SERVICES	07/31/2013	232.40
2008391	FERGUSON ENTERPRISES INC	07/31/2013	260.40
2008392	GRAINGER	07/31/2013	1,729.17
2008393	GUARDIAN SECURITY SYSTEMS INC	07/31/2013	149.87
2008394	KCDA	07/31/2013	103.39
2008395	KITSAP SUN - ADVERTISING REMIT	07/31/2013	56.63
2008396	KITSAP TRACTOR & EQUIPMENT	07/31/2013	325.38
2008397	LES SCHWAB TIRES	07/31/2013	36.10
2008398	Loria, E Marvel	07/31/2013	194.00
2008399	MECHANICAL SALES INC	07/31/2013	285.13
2008400	NOVO NORTHERN LABORATORY & CO	07/31/2013	1,260.00
2008401	OLYMPIC GLASS INC	07/31/2013	363.81
2008402	OLYMPIC SPRINGS INC	07/31/2013	22.50
2008403	OSPI OFFICE OF SUPERINTENDENT	07/31/2013	16,225.39
2008404	PROBUILD COMPANY LLC	07/31/2013	1,333.34
2008405	RAY PETERSON BULLDOZING	07/31/2013	108.60
2008406	SEATTLE UNIVERSITY/LOYOLA 430	07/31/2013	1,950.00
2008407	Sonsalla, Rebecca Ann	07/31/2013	32.80
2008408	SPENCER COMMUNICATIONS	07/31/2013	5,950.00
2008409	STATE AUDITOR OFFICE	07/31/2013	861.08
2008410	US BANCORP	07/31/2013	3,314.76
2008411	US BANK CORP PAYMENT SYSTEM	07/31/2013	29,708.86
2008412	VERIZON WIRELESS	07/31/2013	437.77
2008413	VERNS ORGANIC TOPSIOL/BARK INC	07/31/2013	30.00
2008414	WALTER E NELSON CO	07/31/2013	980.48

Check Nbr	Vendor Name	Check Date	Check Amount
2008415	Wilding, Caro A	07/31/2013	82.00
2008416	XEROX CORP	07/31/2013	36.98
2008417	Zosa, Julito John V	07/31/2013	75.00
45	Computer	Check(s) For a Total of	97,652.65



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
45	Computer	Checks For a Total of	97,652.65
Total For 45	Manual, Wire Tran, ACH & Computer	Checks	97,652.65
ess 0	Voided	Checks For a Total of	0.00
	Net Amount		97,652.65

## F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
0	General Fund	-1,426.09	0.00	99,078.74	97,652.65

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 July 25, 2013, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$152,528.07. The payments are further identified in this document.

Total by Payment Type for Cash Account, CP A/P Warrants:  
Warrant Numbers 4660 through 4670, totaling \$152,528.07

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

Check Nbr	Vendor Name	Check Date	Check Amount
4660	APPLE COMPUTER INC	07/15/2013	29,803.09
4661	CDW-G	07/15/2013	71,580.43
4662	DA HOGAN & ASSOCIATES	07/15/2013	20,100.00
4663	GRAINGER	07/15/2013	42.79
4664	INDIGO DESIGN INC	07/15/2013	745.83
4665	Josephson, Nancy Ruth	07/15/2013	36.72
4666	KRAZAN & ASSOCIATES INC	07/15/2013	770.00
4667	LENOVO (UNITED STATES) INC	07/15/2013	21,464.14
4668	MICRO COMPUTER SYSTEMS	07/15/2013	2,296.89
4669	SBI SAXTON BRADLEY INC	07/15/2013	2,149.19
4670	SPECTRUM INDUSTRIES	07/15/2013	3,538.99

11	Computer	Check(s) For a Total of	152,528.07
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he following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified s required by RCW 42.24.090, are approved for payment. Those payments have een recorded on this listing which has been made available to the board.

s of July 25, 2013, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$99,777.39. The payments are further identified n this document.

total by Payment Type for Cash Account, CP A/P Warrants:  
 warrant Numbers 4671 through 4674, totaling \$99,777.39

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

Check Nbr	Vendor Name	Check Date	Check Amount
4671	CDW-G	07/31/2013	76,512.53
4672	CUSTOM PRINTING COMPANY	07/31/2013	130.58
4673	SBI SAXTON BRADLEY INC	07/31/2013	20,737.17
4674	SUN SELECT WINDOW TINTING	07/31/2013	2,397.11
4	Computer	Check(s) For a Total of	99,777.39

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 July 25, 2013, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,808.84. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP ACH:  
Check Numbers 121300026 through 121300028, totaling \$1,808.84

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

Check Nbr	Vendor Name	Check Date	Check Amount
121300026	DOR - COMP TAX	07/10/2013	1,475.52
121300027	DOR - COMP TAX	07/10/2013	119.97
121300028	DOR - COMP TAX	07/10/2013	213.35

3	ACH	Check(s) For a Total of	1,808.84
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0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
3	ACH	Checks For a Total of	1,808.84
0	Computer	Checks For a Total of	0.00
Total For 3	Manual, Wire Tran, ACH & Computer	Checks	1,808.84
Less 0	Voided	Checks For a Total of	0.00
	Net Amount		1,808.84

## FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
0	General Fund	1,475.52	0.00	0.00	1,475.52
0	Capital Projects	119.97	0.00	0.00	119.97
0	Associated Stude	213.35	0.00	0.00	213.35