

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303

District Budget Advisory Committee (DBAC)

Meeting Minutes

Date: February 28, 2017

Place: Board Room – Commodore Campus

Time: 5:30-7:30 p.m.

Attendees: Peter Bang-Knudsen, Sheryl Belt, Erin Murphy, Peggy Paige, Dave Shockley, Reese Ande, Larry Holland, Martha Wells, Sandy Van Eps, Mike McCloud, Tim Kinkead, Lynn Smith, Jenniefer Pells, Tamara Colagrossi Turner, Heather Palmer, Mairead Shutt, Marina Cofer-Wildsmith

The following minutes are an overview of the DBAC meeting. A complete audio recording is available for review in the Bainbridge Island School District Main Office. Contact Lani Chaffee 206-780-1052.

Superintendent Peter Bang-Knudsen thanked the membership for volunteering to participate in DBAC. Bang-Knudsen asked the membership to provide a brief introduction then reviewed the meeting agenda. The goal of the meeting was to provide the membership with big picture information about the budget and to provide a baseline of understanding for the group.

- DBAC Mission, Membership, Roles and Responsibilities
- District Improvement Plan
- Budget Development Guidelines and Assumptions
- District Financial Data and Enrollment Projections

DBAC Mission, Membership, Roles and Responsibilities

Superintendent Peter Bang-Knudsen reviewed the mission of DBAC:

To support and advise the Bainbridge Island School District Board of Directors, superintendent, and other district staff and committees in the development, review, and revision of both short and long-term financial management plans that support the mission and priorities of the district.

The committee reviewed the DBAC Mission, Membership, Roles and Responsibilities then shared comments and observations.

- The scope of the shortfall itself and the connection of enrollment with education funding.
- Clarity on DBAC communication. All DBAC information will be posted. The committee will be asked to attend community meetings and hear from the community as well as communicate out.
- The committee is an advisory capacity.
- District staff will provide the documents and materials to the committee.
- The committee will provide different scenarios to the board.
- The tie to the District Improvement Plan as a starting point.
- Students are the priority and looking through the lense of what is best for students.
- Deliberation will be open, honest and transparent.
- Analyze the demographics and financial trends.

- Communication and the need to reduce the confusion and misinformation.
- In what capacity is the committee making a recommendation to the board?
- The role of the union contract.
- An updated demographic report will be presented in March. The last study was performed in 2012.
- DBAC started in 2007/08.
- The committee is an advisory to the board. The board will make the final decision.

District Improvement Plan

The District Improvement Plan is a two-year document that is adopted by the school board.

The committee reviewed the District Improvement Plan then shared highlights of the plan.

- Starts with supporting all students. Resources, skills and tools are essential to provide academic growth.
- Using assessments as a tool to guide and support student learning.
- The balance of state requirements and student needs.
- The value of staff cannot be underestimated. The teacher/staff-student connection is directly linked to student learning. The district needs to retain and recruit high quality staff (certificated and classified).
- Supportive culture for every kid and connection with the community.

Budget Development Guidelines & Assumptions

Assistant Superintendent Erin Murphy presented an overview of the budget. The complete presentation is available on the district site: [BISD303.org/Superintendent's Office/DBAC Meetings 2016-2017/February 28, 2017 Meeting](http://BISD303.org/Superintendent's%20Office/DBAC%20Meetings%202016-2017/February%2028,%202017%20Meeting).

A committee member asked for clarification on state funding by grade. The district will provide a report at the March 14 meeting.

The district is working on the staffing process and balancing staff with the projected enrollment based on state allocation and the bargained agreements.

The levy dollars recently approved by the voters will be distributed half in 2017-2018 and half in 2018-2019.

The local dollar collection is computed by state funds plus federal dollars plus ghost dollars multiplied by 28.9%.

The committee requested more information on non-resident students. Bang-Knudsen stated that the district must have capacity at the requested grade level to accept an off island student.

Murphy reviewed Full Time Equivalent (FTE) and Headcount (HC). The district is funded based on FTE. Some students attend BISD schools only a portion of the day – for example half-day kindergarten is .5 FTE.

Additional information for next meeting: Enrollment information and trends. Additional funds per student (CTE). Class size numbers and how we compare to other districts. What is the recommended class size. Rules for recruiting off island students.

The meeting adjourned at 7:34 p.m.

Future DBAC meetings: March 21, March 28, April 11