

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303

District Budget Advisory Committee (DBAC)

Meeting Minutes

Date: March 21, 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, Sandy Van Eps, Mike McCloud, Tamela Van Winkle, Lynn Smith, Jennifer 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 reviewed the agenda. The meeting materials are posted on the district site. The board will be asked to take the next year to study the possibility of shifting the option programs.

The committee reviewed the March 14 DBAC meeting notes. The minutes are an overview of the DBAC meeting. The complete recording is available for review in the district office. Committee member Larry Holland moved to approve the minutes as presented. The affirmative vote was unanimous.

Historical Enrollment, Running Start and Staffing

Business Director Peggy Paige reviewed the data pulled from the OSPI 1251H (P223), Headcount Enrollment Report. The data was presented numerically and in charts. The charts show the trend of decreasing enrollment and the FTE in staffing. The current staffing levels are staffed at the same level as 2005-2006. The district made a decision to increase student support, STEM specialists and instructional coaches.

A committee member questioned if the number of special education students has remained constant. Paige responded that special education is typically around 12.7% of enrollment.

Intent to Homeschool

Assistant Superintendent Erin Murphy walked the committee through the Intent to Homeschool report. Intents filed represent students that do not access any services from the district. The part-time intents represent the students that take some services from the district and the Woodward independent PE students. The indicator return full time represents the students enrolling back into the district full time. The average intents filed is 70 per year, part-time filed an average of 33, and the average returning full time 19.7.

Trends, when students leave for Homeschool are (in order) K-4, 7-8, 5-6, 9-12. Students return to the district from Homeschooling (in order) 7-8, 9-12, 5-6, K-4.

Withdrawal to Attend Private School

Murphy reported on Bainbridge students that have withdrawn from BISD to attend a private school. Seventy-six students that were in the district withdrew to attend a private school over the last three years. The schools left the district for (in order): Hyla, Island School, Madrona, West Sound Academy.

Commodore Options School Consolidation Cost Reduction

Superintendent Peter Bang-Knudsen reviewed the cost savings document regarding the closure of Commodore Options School as background information, \$536,714. The school board will discuss this further at the March 30 meeting. The cost savings realized are primarily based on the reduction of overhead costs related to personnel. The personnel costs include salary and benefits.

Staffing to Allocation (Enrollment + Equity)

Some of the positions will be reduced due to retirements and resignations. Unfortunately, difficult decisions which will require employee layoffs. Staffing to enrollment will result in a reduction of \$1,374,486. Three certificated employees have submitted their notice of retirement.

Possible Expenditure Reductions

The possible expenditure reductions were reviewed and the options clarified. Diane Leonetti and Lynn Stellick were introduced and made available to answer committee questions.

Athletic Director from 1.0 to .5	\$45,000
Instructional Coaches/Differentiation Specialists 3.64	\$327,000
Nursing and Health Room Staff	\$67,000
Custodial 1.0 – 2.0 (per 1.0 FTE)	\$50,000
District-wide Support (facilities/grounds/laborers/mechanics)	\$30,000
DO Classified Staff	\$80,000
Transportation (reduction of bus wash time to the minimum requirement)	\$29,896
Adjust start/end times (per route)	\$29,144
Welcome Back Breakfast	\$15,000
Fee of \$200 for 7 th period class per semester	

The committee needs to identify \$700,000 in reductions.

The reduction of transportation routes will require the addition of a substitute bus for the start of the school year to accommodate the ridership.

The health room staff responds to daily issues as well as disseminates medication and supports medically complex students. There is a wide variation in health room staffing across the state. Some districts have floating nursing staff with the day to day care left to the office staff. Other districts have nurses at each building. BHS has 150 medical healthcare plans. Leonetti believes some reduction across the district can occur without compromising the student body.

The committee inquired about the custodial staffing. The custodial headcount will be presented at the March 30 meeting. The custodial staff work a year-long schedule and provide heavy cleaning in the summer months.

The committee inquired about the reduction of athletic director (AD) position what will be removed from the position. There are other models of AD positions in other districts. The AD does not receive state funds.

The athletic trainer contract has a significant portion teaching in the classroom. Most other districts have an athletic trainer on staff.

Students in the district currently pay high ASB and athletic fees.

The district is looking trim the budget and not eliminate a full program.

The committee would like to explore and discuss facility use fees at the next meeting. Executive Director Tamela Van Winkle responded that the district must provide a bigger timeline to allow users to build the new usage fees into their operating budgets.

Revenue generating ideas: Increasing parking fees, non-bus use fees, sponsorships of the athletic fields, partnerships to offset costs, Puget Sound Energy offset utility costs, parent/adult education courses and recruiting off island kids.

CTE designated courses receive enhanced dollars from the state. There are also CTE-related grants.

Special education para support changes throughout the year based on the student needs.

Associate Superintendent Sheryl Belt shared that from an educational and leadership point of view, the instructional coaches have done amazing work. The committee is interested in hearing about outcome and growth.

Additional costs to explore: Catering costs, classroom energy use/motion detectors, stadium lights, staff travel/substitutes, certificated staff sub for para position.

A recommendation was made for a future discussion regarding athletic classification and league alignment.

Process for Decision Making

Superintendent Peter Bang-Knudsen communicated that the committee will narrow down the options and make recommendations to the board at the March 30 meeting.

The committee will reconvene in October to work on the long range planning.

The meeting adjourned at 7:25 p.m.