

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

**Date: August 27, 2015**

**Place: Board Room**

**Board of Directors Present**

Directors – Sheila Jakubik, Tim Kinkead, Mike Spence, Patty Fielding

**Call to Order**

5:41 p.m. Board Vice President Sheila Jakubik called the meeting to order and a quorum was recognized.

**Public Comment**

No public comment.

**Superintendent's Report**

Superintendent Faith Chapel reported that the district was busy preparing for the new school year. Between last year and this year, the district has approximately 70-75 new teachers. The new teachers attended a teacher orientation and training.

This morning the district hosted a welcome back breakfast for the full staff followed by emergency preparedness training. County and local emergency personnel presented the information to staff.

**Public Hearing**

Director of Business Peggy Paige presented the 2015-2016 district budget.

Director Paige reviewed the budget priorities:

- Focus financial resources on programs and services that directly support student learning
- Expand and support K-12 innovations
- Maintain a safe learning and working environment for students and staff
- Maintain district financial integrity
- Retain essential level of support services for district operations

The budget assumptions include:

- No growth in enrollment
- Enhanced state funding
- Increase in levy revenues
- Funding from Bainbridge Schools Foundation
- Total ending fund balance goal of 6%

**General Fund Summary**

<b>Total Revenues</b>	42,573,677
<b>Total Expenditures</b>	42,569,831
<b>Revenues less expenditures</b>	3,846
<b>Beginning Total Fund Balance</b>	2,350,000
<b>Ending Total Fund Balance</b>	2,353,846 (5.5%)

An estimated total fund balance of 5.5% but expect to hit 6%. The district typically spends less than budgeted.

The total fund revenues for 2015-2016 are \$42.5 million. An increase in state funding of \$2.4 million, an increase in local support of \$500,000 and support from Bainbridge Schools Foundation.

General fund expenses for the 2015-2016 budget are \$42.5 million. A 3% COLA for all staff, a benefit cost increase of \$1.1 million and staffing changes.

**Summary of General Fund Expenditures by Program**

	<b>2014-2015 Budget</b>	<b>2015-2016 Budget</b>	<b>2014-2015 % of Total</b>	<b>2015-2016 % of Total</b>
<b>Regular Instruction</b>	23,478,770	24,415,515	59%	57.3%
<b>Special Education</b>	5,842,926	6,404,270	15%	15%
<b>Vocational</b>	1,006,816	1,623,826	2.5%	4%
<b>Compensatory</b>	1,028,037	998,786	2.5%	2.3%
<b>Support Services</b>	8,586,751	9,127,434	21%	21.4%
	39,943,300	42,569,831	100%	100%

**Summary of General Fund Expenditures by Object**

	<b>2014-2015 Budget</b>	<b>2015-2016 Budget</b>	<b>2014-2015 % of Total</b>	<b>2015-2016 % of Total</b>
<b>Certificated Salaries</b>	18,501,886	19,272,002	46%	45%
<b>Classified Salaries</b>	6,742,112	7,095,487	17%	17%
<b>Benefits</b>	9,092,438	10,208,505	23%	24%
<b>Supplies/Equip/Travel</b>	2,282,043	2,387,068	6%	6%
<b>Purchased Services</b>	3,324,821	3,606,769	8%	8%
	39,943,300	42,569,831	100%	100%

**Staffing**

	<b>Certificated FTE</b>	<b>% to Total Certif.</b>	<b>Classified FTE</b>	<b>% to Total Classif.</b>
<b>Teaching Activities</b>	208.38	79%	44.20	32%
<b>Teaching Support</b>	39.35	15%	11.37	8%
<b>Building Admin</b>	11.40	4%	10.74	8%
<b>Other Support</b>			53.84	39%
<b>Central Admin</b>	4.95	2%	18.76	13%

The capital project fund is used for acquisition or construction of major capital facilities or assets (including technology). Total revenues come from the tech levy, 2009 bond, and investment earnings.

Debt service fund was established for payment of principal, interest and expenditures related to redemption of outstanding bonds.

ASB budget includes Bainbridge High School, Eagle Harbor High and Woodward Middle School. The budgets are developed by the students. Revenues from ASB cards, gate receipts, yearbook sales etc. Expenditures for athletics, club and class activities, scholarships.

Transportation vehicle fund is for pupil transportation equipment. Revenue for the depreciation payments funded by the state. Plan to purchase 2 small buses this year.

#### Public Comment

Community member Tom Greene asked the board about the discussion surrounding a strike. Director Tim Kinkead responded that the nation is facing challenges in recruiting qualified teachers due to compensation packages.

Superintendent Chapel clarified that the 3% increase in COLA is costing the district \$800,000 due to the district funded positions with local dollars. The 27% increase in retirement contribution is costing the district \$1.1 million in local dollars.

#### Board Discussion

Director Patty Fielding asked if a cost analysis has ever been performed on the cost of mandated testing.

BIEA President Tim Harris shared that the frustration being felt within the district is directed at the state and not the local administration or board.

Director Mike Spence asked for clarification as to why the student level is flat but the staffing is increasing. Associate Superintendent Peter BangKnudsen responded that the district is decreasing the class size and the district is fully implementing and staffing the STEM initiative. Additional reading and math intervention teachers for targeted support have been added and is funded by BSF donation dollars.

Director Tim Kinkead thanked the administration for the thorough budget.

Vice President Sheila Jakubik closed the public hearing.

#### Board Reports

No board reports.

#### Consent Agenda

##### Donations

1. Donation to Bainbridge High School for the BHS Robotics Club in the amount of \$1,250.00 from the Boeing Company Gift Match, James Carr.
2. Donation to Wilkes Elementary School in the amount \$2,030.73 for afterschool club support and field trip transportation from the Wilkes PTO.

#### Minutes from the June 30, 2015 School Board Meeting

#### Minutes from the August 20, 2015 School Board Retreat/Special Session

#### **PAYROLL August 2015 Warrant Numbers:**

(Payroll Warrants) 1002084 through 1002088  
(Payroll AP Warrants) 172907 through 172930  
**Total: \$2,777,436.19**

**Motion 124-14-15:** That the board approves the Revised Consent Agenda as presented. (Spence) The affirmative vote was unanimous. Jakubik, Spence, Kinkead, Fielding

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 **2012551** through **2012586** totaling **\$58,386.92**

AP ACH Fund Voucher

Voucher numbers **141500535** through **141500564** totaling **\$8,620.04**

Capital Projects Fund Voucher

Voucher numbers **5191** through **5204** totaling **\$211,638.78**

ASB Fund Voucher

Voucher numbers **4001476** through **4001496** totaling **\$55,572.71**

General Fund Voucher

Voucher numbers **2012587** through **2012649** totaling **\$252,034.30**

Capital Projects Fund Voucher

Voucher numbers **5205** through **5215** totaling **\$53,367.62**

Trust/Agency Voucher

Voucher numbers **14** through **15** totaling **\$9,330.43**

### **Presentations**

#### *A. Resolution 8-14-15: Final Budget Fiscal Year 2015-2016*

**Motion 125-14-15:** That the board approves Resolution 8-14-15 Final Budget Fiscal Year 2015-2016 as presented. (Kinkead) The affirmative vote was unanimous. (Jakubik, Spence, Kinkead, Fielding)

#### *B. Highly Capable Plan for School Year 2015-2016 and Grant Application*

Director of Assessment Jeff McCormick presented the board the Highly Capable Students Program Annual Plan, State Grant #217. The plan is a tool used to assist in the development of grades K-12 highly capable services and to report to OSPI. Seventeen certificated staff and administrators participated in a highly capable workshop this summer – many working towards an HC endorsement. At the end of last school year, the district had 398 students identified as HC.

### **Board Discussion**

Director Fielding asked about the training the 17 teachers received. McCormick responded that 2 staff members focused on academic counseling at the University of Washington. The August training in Port Orchard focused on social and emotional needs. The total FTE last year was 2.0 and this year is 2.1.

The Highly Capable Advisory Committee reevaluates the program each year.

**Motion 126-14-15:** That the board approves the Highly Capable Plan for School Year 2015-2016 and Grant Application as presented. (Fielding) The affirmative vote was unanimous. (Jakubik, Spence, Kinkead, Fielding)

*C. Preliminary State Testing Results for 2014-2015*

Director of Assessment Jeff McCormick presented the preliminary results from the Smarter Balanced Assessment. Approximately, 93.4% of the 10<sup>th</sup> grade students taking the ELA assessment met the 11<sup>th</sup> grade standard.

**BISD SBA Results (students who took the test)**

<b>Grade</b>	<b>ELA</b>	<b>Math</b>
3 <sup>rd</sup>	73%	77%
4 <sup>th</sup>	85%	86%
5 <sup>th</sup>	79%	75%
6 <sup>th</sup>	81%	75%
7 <sup>th</sup>	80%	76%
8 <sup>th</sup>	76%	73%
10 <sup>th</sup>	94%	
11 <sup>th</sup>	68%	65%

The state was quite a bit higher than predicted. The students who did not take the test substantially impacted the district scores. The students that refused to participate were typically proficient students. The Bainbridge Island School District has a significantly higher rate of refusal than other districts. The participation rate must be at 95% or higher to meet Adequate Yearly Progress (AYP). The district, as a Title 1, Part A district, is in improvement and required to:

- Write an addendum to our District Improvement Plan
- Reserve at least 10% of the Title 1 allocation to provide professional development for teachers and administrators
- Continue to provide assistance schools identified

Public Comment

Community member Rod Stevens asked if the delta in SBA performance and Mercer Island is greater or lesser than with the MSP testing. And why is there such strong refusal rates in Bainbridge compared to other districts.

Board Discussion

Director McCormick reported on the refusal rates. The high rate of refusal was not tied to scheduling but could possibly be a result of a local campaign and organized resistance against the test. The comparison with other districts varies by grade level. Mercer Island did field test the SBA last year which could account for an increase in their numbers.

*D. Alternative Learning Experience (ALE) Annual Report*

Principal Dave Shockley shared the Alternative Learning Experience Report with the board in compliance with board policy and OSPI.

**Motion 127-14-15:** That the board approves Alternative Learning Experience (ALE) Annual Report. (Kinkead) The affirmative vote was unanimous. (Jakubik, Spence, Kinkead, Fielding)

### *E. MasterPlan Update*

Director of Facilities and Operations Tamela VanWinkle introduced the Study and Survey and Master Plan Update. The Study and Survey is requested by OSPI every six years to qualify for state assistance. Blakely will qualify for state assistance and the Study and Survey information will inform the Master Plan Update.

Butch Reifert, Mahlum Architects reviewed the draft of the Study and Survey with the board. The Study and Survey covers a six-year window and includes facilities assessment, educational and facilities plan, demographic analysis, capital funds, school housing emergency, analysis of racial balance, need for new facilities, modernization requirements, capital costs, timeline for completion, inventory of neighboring facilities, attendance adjustments.

The draft Study and Survey recommendations include:

- Replace Blakely Elementary
- Replace BHS 100 Building
- Replace Ordway
- Replace Commodore
- Asset Preservation Sakai
- Asset Preservation Woodward
- Asset Preservation BHS 300, 400, 500

### Blakely

Three meetings have occurred with the Blakely team. The first meeting covered the project overview, educational specifications, timeline and group work. The second meeting reviewed schedules, district principles and values, a tour of Wilkes, post occupancy evaluation/observation, group work with visioning. The third meeting covered the schedule, reviewed feedback, group work with learning models, partnership opportunities. The next step will include building tours of other districts.

Director Fielding asked for more information about the programs driving the building structure. Reifert responded that model programs were developed with the first MasterPlan and are the basis for a starting point and will evolve from there. Blakely will speak to the board in the future regarding their specific programs.

Director Fielding asked about the visioning process with the work groups. Reifert responded that each group process differs by school.

### BHS 100 Building

The current capacity of the 100 building theater/large group instruction (LGI) is 278. The model program designated a 600 seat theater and the technical education spaces. A black box is an option for a scaled down theater. A black box seats anywhere from 150 to 330 with a flat floor, high ceiling, rigging, 2 or 1 story with retractable seating. Some options include stage components, dressing rooms, green rooms.

Photos of the black box at South Medford High School were shared. Seattle high schools are all designed with performing arts theaters on campus. Examples were shown of Nathan Hale High School. Additional theaters shared included Issaquah High School and Sammamish High School. The Sammamish theater was built as a partnership with the local community.

### Board Discussion

The construction cost of a full theater is \$350 per square foot (350x16,000=5.6 million). The Ed Spec process is just starting with the 100 building. The board requested the Ed Spec for the 100 building and feedback from the community regarding a theater.

Meetings will begin in September to share the findings of the last several months and gather feedback with staff and community. The board will need to vote on a resolution in November for a February bond. A compelling story with clear financials needs to be presented to the voters. The outstanding question is a performing arts theater. The board requested the evaluation of 3 options: a) 600 seat theater b) 450 seat theater c) black box. Several community meetings are scheduled in September.

### *F. Monthly Capital Projects Report*

Director of Facilities and Operations Tamela VanWinkle reported that next month a full summer report will be presented. The tennis court renovation contractor is not meeting the schedule and the district will be issuing a letter for liquidated damages. The upper courts will be ready next week and the lower courts a few weeks out. The parking area is open and ready for the start of school. The portables at Ordway are ready for staff.

### *G. Monthly Technology Report*

Director of Technology Randi Ivancich reported that the technology department was busy during the summer servicing existing technology and preparing the Ordway portables, the BHS photo lab, and the new transportation office.

### *H. Monthly Financial Report*

Director of Business Peggy Paige presented the July financial update. The general fund revenues were \$46.6 million, up 4.7%. The tax collections were at the expected average. Local nontax revenues were above the average. State revenues were consistent with state funding. Transportation revenues reflect a boost in funding this year. Federal revenues are above the expected average due to the timing of filing grant reimbursement claims.

Total general fund expenditures were \$36.1 million, up from the prior year but still below the expected average. Total expenses for regular/basic education was below the average. Total special education costs were above the average. Budget estimates for staffing, extra time and substitute costs were not increased enough to cover expenditures for the year. Vocational expenses were up but not exceeding funding. Total support services were currently below the average. The net cash outflow during July was \$327,937. As of July 31, 2015, the closing cash balance in the general fund was \$2,382,713.

### Personnel Actions

**Motion 128-14-15:** That the board approves Personnel Actions dated August 20, 2015 and August 27, 2015 as presented (Kinkead) The affirmative vote was unanimous. (Jakubik, Spence, Kinkead, Fielding)

### Close

8:21 p.m. Vice President Sheila Jakubik closed the meeting for an executive session to discuss collective bargaining.

### Adjournment

8:45 p.m. Vice President Sheila Jakubik adjourned the meeting.