

**BAINBRIDGE ISLAND SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING AGENDA**

**Date:** February 27, 2014  
**Time:** 5:30 PM  
**Place:** Board Room – Commodore Campus

**Board of Directors**

President – Mike Spence  
Vice-President – Mev Hoberg  
Director – Tim Kinkead, Patty Fielding, Sheila Jakubik

**Call to Order** (5)

**Public Comment** (5)

**Superintendent's Report** (10)

**Board Reports** (10)

**Presentations**

A. Resolution 06-13-14: Delegation Bond Resolution (15)  
Action: Board Approval

B. Adoption of Instructional Materials – Grade 6-7 Mathematics (10)  
Action: Board Approval

C. Middle School Athletic Leagues Merger (10)  
Action: Board Approval

D. Policy/Procedures 5430: Volunteers (Second Reading) (10)  
Action: Board Approval

E. Monthly Technology Report (10)  
Action: Information Only

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

G. Woodward Track and Field Project – Change Order No. 2 (10)  
Action: Board Approval

H. Monthly Financial Report (10)  
Action: Information Only

**Personnel Actions** (5)

**Consent Agenda** (5)

**Projected Adjournment** 7:30 PM

Possible Executive Session

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303  
KITSAP COUNTY, WASHINGTON

UNLIMITED TAX GENERAL OBLIGATION REFUNDING BONDS, 2014

RESOLUTION NO. 06-13-14

A RESOLUTION of the Board of Directors of Bainbridge Island School District No. 303, Kitsap County, Washington, authorizing the issuance and sale of unlimited tax general obligation refunding bonds in the aggregate principal amount of not to exceed \$7,800,000 to refund certain outstanding general obligation bonds of the District; authorizing the District to submit a request for eligibility for the Washington State School District Credit Enhancement Program; authorizing the appointment of an escrow agent and the execution of an escrow agreement; providing the form and terms of the bonds; providing for the annual levy of taxes to pay the bonds; authorizing a preliminary official statement; and delegating to the Superintendent or Director of Business Services of the District the authority to determine the final terms of the Bonds under the terms and conditions set forth herein.

ADOPTED: FEBRUARY 27, 2014

Prepared By

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\* This Table of Contents is provided for convenience only and is not a part of this resolution.

## RESOLUTION NO. 06-13-14

A RESOLUTION of the Board of Directors of Bainbridge Island School District No. 303, Kitsap County, Washington, authorizing the issuance and sale of unlimited tax general obligation refunding bonds in the aggregate principal amount of not to exceed \$7,800,000 to refund certain outstanding general obligation bonds of the District; authorizing the District to submit a request for eligibility for the Washington State School District Credit Enhancement Program; authorizing the appointment of an escrow agent and the execution of an escrow agreement; providing the form and terms of the bonds; providing for the annual levy of taxes to pay the bonds; authorizing a preliminary official statement; and delegating to the Superintendent or Director of Business Services of the District the authority to determine the final terms of the Bonds under the terms and conditions set forth herein.

WHEREAS, Bainbridge Island School District No. 303, Kitsap County, Washington (the "District") has outstanding its Unlimited Tax General Obligation Bonds, 2006, dated May 31, 2006, issued pursuant to Resolution No. 05-05-06 (the "2006 Bond Resolution"), in the original principal amount of \$24,935,000 (the "2006 Bonds"), presently outstanding and maturing in principal amounts and bearing interest as follows:

Years (December 1)	Principal Amounts	Interest Rates
2017	\$ 1,275,000	5.000%
2018	1,480,000	5.000
2019	1,690,000	5.000
2020	2,280,000	5.000

; and

WHEREAS, the 2006 Bond Resolution provides that the 2006 Bonds maturing on and after December 1, 2016 may be refunded and defeased on or after June 1, 2016 (the "Refunding Candidates") in whole or in part at any time at a price of par plus accrued interest, if any, to the redemption date; and

WHEREAS, it appears to the Board of Directors of the District (the “Board”) that it is in the best interest of the District to refund all or a portion of the Refunding Candidates (the “Refunded Bonds”) by the issuance and sale of unlimited tax general obligation refunding bonds of the District authorized herein (the “Bonds”) to realize a savings to the District; and

WHEREAS, it appears to the Board that it is in the best interests of the District and its taxpayers to delegate authority to the Superintendent or Director of Business Services (together, the “Designated Representative”), for a limited time, to approve the interest rates, maturity dates, redemption terms and principal maturities for the Bonds within the parameters set by this resolution; and

WHEREAS, the District has received a proposal from D.A. Davidson & Co., Seattle, Washington (the “Underwriter”) and now desires to issue and sell the Bonds to the Underwriter as set forth herein; and

WHEREAS, chapter 39.98 RCW establishes a credit enhancement program (the “Program”) for voter-approved school district general obligation bonds; and

WHEREAS, the 2006 Bonds were guaranteed through the State of Washington credit enhancement program; and

WHEREAS, RCW 39.98.040 authorizes the state treasurer to make a determination that a school district is eligible for participation in the Program if the state treasurer determines that the district is eligible under rules adopted by the state finance committee; and

WHEREAS, to the extent that the Program demonstrates substantial savings to the taxpayers of the District, the District wishes to participate in the Program;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303, KITSAP COUNTY, WASHINGTON, as follows:

Section 1.     Definitions. As used in this resolution the following words shall have the following meanings:

***Acquired Obligations*** means the Government Obligations acquired by the District under the terms of this resolution and the Escrow Agreement to affect the defeasance and refunding of the Refunded Bonds.

***Board*** means the Board of Directors of the District as the general legislative authority of the District, as the same shall be duly and regularly constituted from time to time.

***Bond Fund*** means the School District 303 Bond Redemption Fund, created pursuant to Section 9 of this resolution.

***Bond Register*** means the registration records for the Bonds maintained by the Bond Registrar.

***Bond Registrar*** means the fiscal agency of the State of Washington in New York, New York, whose duties include registering and authenticating the Bonds, maintaining the Bond Register, transferring ownership of the Bonds, and paying the principal of and interest on the Bonds.

***Bonds*** means the Bainbridge Island School District No. 303, Kitsap County, Washington, Unlimited Tax General Obligation Refunding Bonds, 2014 authorized to be issued in the principal amount of not to exceed \$7,800,000 pursuant to this resolution.

***Designated Representative*** means the Superintendent or Director of Business Services.

***District*** means the Bainbridge Island School District No. 303, Kitsap County, Washington, a municipal corporation duly organized and existing under the laws of the State of Washington.

***DTC*** means The Depository Trust Company of New York, as depository for the Bonds, or any successor or substitute depository for the Bonds.

***Escrow Agent*** means the financial institution selected pursuant to the conditions set forth in Section 11 of this resolution.

***Escrow Agreement*** means the Escrow Deposit Agreement to be dated as of the date of closing of the Bonds and substantially in the form on file with the District.

***Government Obligations*** mean those obligations now or hereafter defined as such in chapter 39.53 RCW, as such chapter may be hereafter amended or restated.

***Letter of Representations*** means the blanket letter of representations from the District to DTC.

***MSRB*** means the Municipal Securities Rulemaking Board or any successor to its functions.

***Purchase Contract*** means the bond purchase contract between the District and the Underwriter provided for in Section 12 of this resolution.

***Refunded Bonds*** mean the Refunding Candidates designated by the Designated Representative for refunding pursuant to Section 12 of this resolution.

***Refunding Account*** means the Bond Refunding Account created pursuant to Section 11 of this resolution.

***Refunding Candidates*** mean the outstanding 2006 Bonds maturing on or after December 1, 2016.

**Registered Owner** means the person in whose name a Bond is registered on the Bond Register. For so long as the District utilizes the book-entry system for the Bonds, DTC shall be deemed to be the Registered Owner.

**Rule** means the SEC's Rule 15c2-12 under the Securities Exchange Act of 1934, as the same may be amended from time to time.

**SEC** means the Securities and Exchange Commission.

**Treasurer** means the Kitsap County Treasurer of the District, or any successor to the function of such Treasurer.

**2006 Bond Resolution** means Resolution No. 05-05-06 adopted by the Board on May 11, 2006 authorizing the 2006 Bonds.

**2006 Bonds** mean the Unlimited Tax General Obligation Bonds, 2006 issued by the District in the aggregate principal amount of \$24,935,000 pursuant to the 2006 Bond Resolution.

**Underwriter** means D.A. Davidson & Co., Seattle, Washington.

Section 2. Authorization and Description of Bonds. The District shall issue and sell the Bonds in the aggregate principal amount of not to exceed \$7,800,000 for the purpose of advance refunding and defeasing the Refunded Bonds and paying costs of issuing the Bonds. The Bonds shall be designated the "Bainbridge Island School District No. 303, Kitsap County, Washington, Unlimited Tax General Obligation Refunding Bonds, 2014" with such additional series designation or other designation as set forth in the Purchase Contract and approved by the Designated Representative.

The Bonds shall be dated as of the date of their initial delivery, shall be fully registered as to both principal and interest, shall be in the denomination of \$5,000 each or any integral multiple thereof within a maturity, shall be numbered separately in such manner and with any



additional designation as the Bond Registrar deems necessary for purposes of identification and control, and shall bear interest payable on the dates set forth in the Purchase Contract. The Bonds shall bear interest semiannually on the first days of December and June, commencing on the payment date and at the rates set forth in the Purchase Contract; and shall mature on the dates and in the principal amounts set forth in the Purchase Contract and as approved by a Designated Representative pursuant to Section 12.

Section 3.      Registration, Exchange and Payments.

(a)      *Bond Registrar/Bond Register.* The District hereby specifies and adopts the system of registration approved by the Washington State Finance Committee from time to time through the appointment the state fiscal agency. The District shall cause a Bond Register to be maintained by the Bond Registrar. So long as any Bonds remain outstanding, the Bond Registrar shall make all necessary provisions to permit the exchange or registration or transfer of Bonds at its principal corporate trust office. The Bond Registrar may be removed at any time at the option of the Designated Representative upon prior notice to the Bond Registrar and a successor Bond Registrar appointed by the Designated Representative. No resignation or removal of the Bond Registrar shall be effective until a successor shall have been appointed and until the successor Bond Registrar shall have accepted the duties of the Bond Registrar hereunder. The Bond Registrar is authorized, on behalf of the District, to authenticate and deliver Bonds transferred or exchanged in accordance with the provisions of such Bonds and this resolution and to carry out all of the Bond Registrar's powers and duties under this resolution. The Bond Registrar shall be responsible for its representations contained in the Certificate of Authentication on the Bonds.

(b)      *Registered Ownership.* The District and the Bond Registrar, each in its discretion, may deem and treat the Registered Owner of each Bond as the absolute owner thereof for all

purposes (except as provided in Section 13 of this resolution), and neither the District nor the Bond Registrar shall be affected by any notice to the contrary. Payment of any such Bond shall be made only as described in Section 3(h), but such Bond may be transferred as herein provided. All such payments made as described in Section 3(h) shall be valid and shall satisfy and discharge the liability of the District upon such Bond to the extent of the amount or amounts so paid.

(c) *DTC Acceptance/Letters of Representations.* The Bonds initially shall be held in fully immobilized form by DTC acting as depository. To induce DTC to accept the Bonds as eligible for deposit at DTC, the District has executed and delivered to DTC a Blanket Issuer Letter of Representations. Neither the District nor the Bond Registrar will have any responsibility or obligation to DTC participants or the persons for whom they act as nominees (or any successor depository) with respect to the Bonds in respect of the accuracy of any records maintained by DTC (or any successor depository) or any DTC participant, the payment by DTC (or any successor depository) or any DTC participant of any amount in respect of the principal of or interest on Bonds, any notice which is permitted or required to be given to Registered Owners under this resolution (except such notices as shall be required to be given by the District to the Bond Registrar or to DTC (or any successor depository)), or any consent given or other action taken by DTC (or any successor depository) as the Registered Owner. For so long as any Bonds are held in fully immobilized form by a depository, DTC or its successor depository shall be deemed to be the Registered Owner for all purposes hereunder, and all references herein to the Registered Owners shall mean DTC (or any successor depository) or its nominee and shall not mean the owners of any beneficial interest in such Bonds.

If any Bond shall be duly presented for payment and funds have not been duly provided by the District on such applicable date, then interest shall continue to accrue thereafter on the unpaid principal thereof at the rate stated on such Bond until it is paid.

(d) *Use of Depository.*

(1) The Bonds shall be registered initially in the name of “Cede & Co.”, as nominee of DTC, with one Bond maturing on each of the maturity dates for the Bonds in a denomination corresponding to the total principal therein designated to mature on such date. Registered ownership of such Bonds, or any portions thereof, may not thereafter be transferred except (A) to any successor of DTC or its nominee, provided that any such successor shall be qualified under any applicable laws to provide the service proposed to be provided by it; (B) to any substitute depository appointed by the Designated Representative pursuant to subsection (2) below or such substitute depository’s successor; or (C) to any person as provided in subsection (4) below.

(2) Upon the resignation of DTC or its successor (or any substitute depository or its successor) from its functions as depository or a determination by the Designated Representative to discontinue the system of book entry transfers through DTC or its successor (or any substitute depository or its successor), the Designated Representative may hereafter appoint a substitute depository. Any such substitute depository shall be qualified under any applicable laws to provide the services proposed to be provided by it.

(3) In the case of any transfer pursuant to clause (A) or (B) of subsection (1) above, the Bond Registrar shall, upon receipt of all outstanding Bonds, together with a written request from the Designated Representative, issue a single new Bond for each maturity then outstanding, registered in the name of such successor or such substitute depository, or their

nominees, as the case may be, all as specified in such written request of the Designated Representative.

(4) In the event that (A) DTC or its successor (or substitute depository or its successor) resigns from its functions as depository, and no substitute depository can be obtained, or (B) the Designated Representative determines that it is in the best interest of the beneficial owners of the Bonds that such owners be able to obtain physical Bond certificates, the ownership of such Bonds may then be transferred to any person or entity as herein provided, and shall no longer be held by a depository. The Designated Representative shall deliver a written request to the Bond Registrar, together with a supply of physical Bonds, to issue Bonds as herein provided in any authorized denomination. Upon receipt by the Bond Registrar of all then outstanding Bonds together with a written request from the Designated Representative to the Bond Registrar, new Bonds shall be issued in the appropriate denominations and registered in the names of such persons as are requested in such written request.

(e) *Registration of Transfer of Ownership or Exchange; Change in Denominations.* The transfer of any Bond may be registered and Bonds may be exchanged, but no transfer of any such Bond shall be valid unless it is surrendered to the Bond Registrar with the assignment form appearing on such Bond duly executed by the Registered Owner or such Registered Owner's duly authorized agent in a manner satisfactory to the Bond Registrar. Upon such surrender, the Bond Registrar shall cancel the surrendered Bond and shall authenticate and deliver, without charge to the Registered Owner or transferee therefor, a new Bond (or Bonds at the option of the new Registered Owner) of the same date, maturity, redemption provisions and interest rate and for the same aggregate principal amount in any authorized denomination, naming as Registered Owner the person or persons listed as the assignee on the assignment form appearing on the

surrendered Bond, in exchange for such surrendered and cancelled Bond. Any Bond may be surrendered to the Bond Registrar and exchanged, without charge, for an equal aggregate principal amount of Bonds of the same date, maturity, redemption provisions and interest rate, in any authorized denomination. The Bond Registrar shall not be obligated to register the transfer or to exchange any Bond during the 15 days preceding any interest payment, principal payment, or redemption date.

(f) *Bond Registrar's Ownership of Bonds.* The Bond Registrar may become the Registered Owner of any Bond with the same rights it would have if it were not the Bond Registrar, and to the extent permitted by law, may act as depository for and permit any of its officers or directors to act as a member of, or in any other capacity with respect to, any committee formed to protect the right of the Registered Owners of Bonds.

(g) *Registration Covenant.* The District covenants that, until all Bonds have been surrendered and canceled, it will maintain a system for recording the ownership of each Bond that complies with the provisions of Section 149 of the Code.

(h) *Place and Medium of Payment.* Both principal of and interest on the Bonds shall be payable in lawful money of the United States of America. Interest on the Bonds shall be calculated on the basis of a year of 360 days and twelve 30-day months. For so long as all Bonds are held by a depository, payments of principal and interest thereon shall be made as provided in accordance with the operational arrangements of DTC referred to in the Letter of Representations. In the event that the Bonds are no longer held by a depository, interest on the Bonds shall be paid by check or draft mailed to the Registered Owners at the addresses for such Registered Owners appearing on the Bond Register on the fifteenth day of the month preceding the interest payment date, or upon the written request of a Registered Owner of more than

\$1,000,000 of Bonds (received by the Bond Registrar at least 15 days prior to the applicable payment date), such payment shall be made by the Bond Registrar by wire transfer to the account within the United States designated by the Registered Owner. Principal of the Bonds shall be payable upon presentation and surrender of such Bonds by the Registered Owners at the principal office of the Bond Registrar.

Section 4.      Redemption; Purchases.

(a)      *Mandatory Redemption of Term Bonds, if any.* In the event that the Underwriter specifies one or more maturities as term bonds, the term bonds will be redeemed in accordance with the maturity schedule set forth in the Purchase Contract.

(b)      *Purchase of Bonds.* The District reserves the right to purchase any of the Bonds offered to it at any time at a price deemed reasonable by the Designated Representative.

(c)      *Selection of Bonds for Redemption.* For as long as the Bonds are held in book-entry only form, the selection of particular Bonds within a maturity to be redeemed shall be made in accordance with the operational arrangements then in effect at DTC. If the Bonds are no longer held in uncertificated form, the selection of such Bonds to be redeemed and the surrender and reissuance thereof, as applicable, shall be made as provided in the following provisions of this subsection (c). If the District redeems at any one time fewer than all of the Bonds having the same maturity date, the particular Bonds or portions of Bonds of such maturity to be redeemed shall be selected by lot (or in such manner determined by the Bond Registrar) in increments of \$5,000. In the case of a Bond of a denomination greater than \$5,000, the District and the Bond Registrar shall treat each Bond as representing such number of separate Bonds each of the denomination of \$5,000 as is obtained by dividing the actual principal amount of Bonds by \$5,000. In the event that only a portion of the principal sum of a Bond is redeemed, upon

surrender of such Bond at the principal office of the Bond Registrar there shall be issued to the Registered Owner, without charge therefor, for the then unredeemed balance of the principal sum thereof, at the option of the Registered Owner, a Bond or Bonds of like maturity and interest rate in any of the denominations herein authorized.

(d) *Notice of Redemption.*

(1) Official Notice. For so long as the Bonds are held in uncertificated form, notice of redemption (which notice may be conditional) shall be given in accordance with the operational arrangements of DTC as then in effect, and neither the District nor the Bond Registrar will provide any notice of redemption to any Beneficial Owners. Thereafter (if the Bonds are no longer held in uncertificated form), notice of redemption shall be given in the manner hereinafter provided. Unless waived by any owner of Bonds to be redeemed, official notice of any such redemption (which redemption may be conditioned by the Bond Registrar on the receipt of sufficient funds for redemption or otherwise) shall be given by the Bond Registrar on behalf of the District by mailing a copy of an official redemption notice by first class mail at least 20 days and not more than 60 days prior to the date fixed for redemption to the Registered Owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such Registered Owner to the Bond Registrar.

All official notices of redemption shall be dated and shall state:

- (A) the redemption date,
- (B) the redemption price,
- (C) if fewer than all outstanding Bonds are to be redeemed, the identification by maturity (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed,

(D) that on the redemption date the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date,

(E) conditions to redemption, if any, and

(F) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the principal office of the Bond Registrar.

On or prior to any redemption date, the District shall deposit with the Bond Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date. The District retains the right to rescind any redemption notice and the related optional redemption of Bonds by giving notice of rescission to the affected registered owners at any time on or prior to the scheduled redemption date. Any notice of optional redemption that is so rescinded shall be of no effect, and the Bonds for which the notice of optional redemption has been rescinded shall remain outstanding.

(2) Effect of Notice; Bonds Due. If an unconditional notice of redemption has been given as aforesaid, or if the conditions to redemption have been satisfied or waived, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Bond Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. All Bonds which have been redeemed shall be canceled by the Bond Registrar and shall not be reissued.

(3) Additional Notice. In addition to the foregoing notice, further notice shall



be given by the District as set out below, but no defect in said further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as above prescribed. Each further notice of redemption given hereunder shall contain the information required above for an official notice of redemption plus (A) the CUSIP numbers of all Bonds being redeemed; (B) the date of issue of the Bonds as originally issued; (C) the rate of interest borne by each Bond being redeemed; (D) the maturity date of each Bond being redeemed; and (E) any other descriptive information needed to identify accurately the Bonds being redeemed. Each further notice of redemption may be sent at least 20 days before the redemption date to each party entitled to receive notice pursuant to Section 13 and with such additional information as the District shall deem appropriate, but such mailings shall not be a condition precedent to the redemption of such Bonds.

(4) Amendment of Notice Provisions. The foregoing notice provisions of this Section 4, including but not limited to the information to be included in redemption notices and the persons designated to receive notices, may be amended by additions, deletions and changes in order to maintain compliance with duly promulgated regulations and recommendations regarding notices of redemption of municipal securities.

Section 5. Form of Bonds. The Bonds shall be in substantially the following form:

UNITED STATES OF AMERICA

WASHINGTON STATE SCHOOL DISTRICT CREDIT ENHANCEMENT PROGRAM

*Payment of principal of and interest on this bond, when due, is guaranteed by the full faith, credit and taxing power of the STATE OF WASHINGTON under the provisions of the Washington State School District Credit Enhancement Program.*

NO. \_\_\_\_\_

\$ \_\_\_\_\_

STATE OF WASHINGTON  
BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303, KITSAP COUNTY  
UNLIMITED TAX GENERAL OBLIGATION  
REFUNDING BOND, 2014

INTEREST RATE:     %                   MATURITY DATE:                   CUSIP NO.:  
REGISTERED OWNER: CEDE & Co.  
PRINCIPAL AMOUNT:

Bainbridge Island School District No. 303, Kitsap County, Washington (the "District"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns, on the Maturity Date identified above, the Principal Amount indicated above and to pay interest from \_\_\_\_\_, 2014, or the most recent date to which interest has been paid or duly provided for, until payment of this bond at the Interest Rate set forth above, payable on \_\_\_\_\_, 2014, and semiannually thereafter on the first days of each succeeding \_\_\_\_\_ and \_\_\_\_\_. Both principal of and interest on this bond are payable in lawful money of the United States of America. For so long as the bonds of this issue are held in fully immobilized form, payments of principal and interest thereon shall be made as provided in accordance with the operational arrangements of The Depository Trust Company ("DTC") referred to in the Blanket Issuer Letter of Representations (the "Letter of Representations") from the District to DTC. The fiscal agency of the State of Washington has been appointed by the District as the authenticating agent, paying agent and registrar for the bonds of this issue (the "Bond Registrar").

The bonds of this issue are issued under and in accordance with the provisions of the Constitution and applicable statutes of the State of Washington and Resolution No. \_\_-13-14 duly passed by the District's Board of Directors on February 27, 2014 (the "Bond Resolution"). Capitalized terms used in this bond have the meanings given such terms in the Bond Resolution.

This bond is one of an authorized issue of bonds of like date, tenor, rate of interest and date of maturity, except as to number and amount in the aggregate principal amount of \$ \_\_\_\_\_ and is issued pursuant to the Bond Resolution to provide a portion of the funds necessary to refund certain unlimited tax general obligation bonds of the District and to pay costs of issuance.

The bonds are subject to redemption prior to maturity as provided in the Bond Resolution and the Purchase Contract.

The bonds of this issue are not "private activity bonds" as such term is defined in the Internal Revenue Code of 1986, as amended (the "Code"). The District has *not* designated the bonds of this issue as "qualified tax-exempt obligations" under Section 265(b) of the Code for investment by banks, thrift institutions and other financial institutions.

The District has irrevocably covenanted that, unless the principal of and interest on the Bonds are paid from other sources, it will make annual levies of taxes without limitation as to rate or amount upon all of the property in the District subject to taxation in amounts sufficient to pay the principal of and interest on the bonds of this issue as the same shall become due. The full faith, credit and resources of the District are hereby irrevocably pledged for the annual levy and collection of such taxes and the prompt payment of such principal and interest. The pledge of tax levies may be discharged prior to maturity of the bonds by making provision for the

payment thereof on the terms and conditions set forth in the Bond Resolution authorizing their issuance.

This bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication has been manually signed by the Bond Registrar.

Reference is made to the Bond Resolution as more fully describing the covenants with and the rights of Registered Owners of the bonds or registered assigns and the meanings of capitalized terms appearing on this bond which are defined in such resolution.

It is hereby certified that all acts, conditions and things required by the Constitution and statutes of the State of Washington to exist, to have happened, been done and performed precedent to and in the issuance of this bond have happened, been done and performed and that the issuance of this bond and the bonds of this issue does not violate any constitutional, statutory or other limitation upon the amount of bonded indebtedness that the District may incur.

IN WITNESS WHEREOF, Bainbridge Island School District No. 303, Kitsap County, Washington has caused this bond to be executed by the manual or facsimile signatures of the President and Secretary of its Board of Directors and the seal of the District to be impressed or imprinted hereon as of this \_\_\_\_ day of \_\_\_\_\_, 2014.

BAINBRIDGE ISLAND SCHOOL  
DISTRICT NO. 303, KITSAP COUNTY,  
WASHINGTON

By \_\_\_\_\_/s/\_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_/s/\_\_\_\_\_  
Secretary, Board of Directors

The Bond Registrar's Certificate of Authentication on the Bonds shall be in substantially the following form:

#### CERTIFICATE OF AUTHENTICATION

This Bond is one of the fully registered Bainbridge Island School District No. 303, Kitsap County, Washington, Unlimited Tax General Obligation Refunding Bonds, 2014 of, described in the Bond Resolution.

DATE OF AUTHENTICATION: \_\_\_\_\_

WASHINGTON STATE FISCAL  
AGENCY, as Bond Registrar

By \_\_\_\_\_  
Authorized Signatory

Section 6.     Execution of Bonds. The Bonds shall be executed on behalf of the District with the manual or facsimile signature of the President of the Board, attested by the manual or facsimile signature of the Secretary of the Board, and shall have the seal of the District impressed or imprinted thereon. In case either or both of the officers who have signed or attested any of the Bonds cease to be such officer before such Bonds have been actually issued and delivered, such Bonds shall be valid nevertheless and may be issued by the District with the same effect as though the persons who had signed or attested such Bonds had not ceased to be such officers, and any Bond may be signed or attested on behalf of the District by officers who at the date of actual execution of such Bond are the proper officers, although at the nominal date of execution of the Bond such officer was not an officer of the District.

Only Bonds that bear a Certificate of Authentication in the form set forth in Section 5, manually executed by the Bond Registrar, shall be valid or obligatory for any purpose or entitled to the benefits of this resolution. Such Certificate of Authentication shall be conclusive evidence that the Bonds so authenticated have been duly executed, authenticated and delivered and are entitled to the benefits of this resolution.

Section 7.     Lost or Destroyed Bonds. If any Bonds are lost, stolen or destroyed, the Bond Registrar may authenticate and deliver a new Bond or Bonds of like amount, maturity and tenor to the Registered Owner upon the owner paying the expenses and charges of the Bond Registrar and the District in connection with preparation and authentication of the replacement Bond or Bonds and upon his or her filing with the Bond Registrar and the District evidence

satisfactory to both that the Bond or Bonds were actually lost, stolen or destroyed and of his or her ownership, and upon furnishing the District and the Bond Registrar with indemnity satisfactory to both.

Section 8.     Security for Bonds; Pledge.   The District hereby pledges that it will annually include in its budget and levy ad valorem taxes without limitation as to rate and amount upon all the property subject to taxation, in an amount sufficient, together with all other money legally available, to pay the principal of and interest on the Bonds as the same shall become due. The full faith, credit and resources of the District are hereby irrevocably pledged for the annual levy and collection of such taxes and the prompt payment of such principal and interest.

Section 9.     Bond Fund.   The District shall maintain a fund called the “School District 303 Bond Redemption Fund” (the “Bond Fund”), which shall be held in trust by the Treasurer of the District for the benefit of the owners of the Bonds until all Bonds are paid or deemed paid. Money in the Bond Fund shall be used solely to pay principal of and interest on the Bonds as provided in this resolution and fiscal agency costs. For so long as any Bonds remain outstanding, the District hereby irrevocably obligates and binds itself to set aside and pay into the Bond Fund out of available money, on or prior to the principal or interest payment date, an amount sufficient (with other amounts available in the Bond Fund) to pay all Bond principal and interest which is due on that payment date. On or before each payment date the Treasurer shall transfer to the Bond Registrar the amount due on the Bonds on that payment date. After the Bonds have been paid, any money remaining in the Bond Fund shall be deposited into the General Fund. Money in the Bond Fund may be invested as permitted by law. All interest earned and profits derived from such investments shall be retained in and become a part of the Bond Fund or deposited into the General Fund.

Section 10. Defeasance. In the event that money and/or Government Obligations, maturing at such time or times and bearing interest to be earned thereon in amounts (together with such money, if necessary) sufficient to redeem and retire part or all of the Bonds in accordance with their terms, are set aside in a special account of the District to effect such redemption and retirement, and such money and the principal of and interest on such Government Obligations are irrevocably set aside and pledged for such purpose, then no further payments need be made into the Debt Service Fund for the payment of the principal of and interest on the Bonds so provided for, and such Bonds shall cease to be entitled to any lien, benefit or security of this resolution except the right to receive the money so set aside and pledged, and such Bonds shall be deemed not to be outstanding hereunder.

Within 20 days of any defeasance of Bonds the Bond Registrar shall provide notice of defeasance of Bonds to registered owners and to the MSRB in accordance with Section 13.

Section 11. Refunding Plan and Procedures.

(a) *Refunding Plan.* For the purpose of realizing a debt service savings, the District proposes to refund the Refunded Bonds as set forth herein (the “Refunding Plan”).

(b) *Refunding Account.* There is created an account known as the “Bond Refunding Account” (the “Refunding Account”) to be held by the Escrow Agent, which account is to be drawn upon for the sole purpose of paying the principal of and interest on the Refunded Bonds until their applicable date of redemption and of paying costs related to the refunding of the Refunded Bonds.

The proceeds of sale of the Bonds necessary to refund the Refunded Bonds shall be credited to the Refunding Account.

Money in the Refunding Account shall be used immediately upon receipt to defease the Refunded Bonds as authorized by the 2006 Bond Resolution, and to pay costs of issuance. The District shall defease the Refunded Bonds and discharge such obligations by the use of money in the Refunding Account to purchase certain Government Obligations (which obligations so purchased, are herein called "Acquired Obligations"), bearing such interest and maturing as to principal and interest in such amounts and at such times which, together with any necessary beginning cash balance, will provide for the payment of:

- (i) interest on the Refunded Bonds due and payable through and including June 1, 2016; and
- (ii) the redemption price of the Refunded Bonds (100% of the principal amount thereof) on June 1, 2016.

Such Acquired Obligations shall be purchased at a yield not greater than the yield permitted by the Code and regulations relating to acquired obligations in connection with refunding bond issues.

(c) *Escrow Agent/Escrow Agreement.* To carry out the refunding and defeasance of the Refunded Bonds, the Designated Representative is hereby authorized to appoint as escrow agent a bank or trust company qualified by law to perform the duties described herein (the "Escrow Agent"). A beginning cash balance, if any, and Acquired Obligations shall be deposited irrevocably with the Escrow Agent in an amount sufficient to defease the Refunded Bonds. The proceeds of the Bonds remaining in the Refunding Account after acquisition of the Acquired Obligations and provision for the necessary beginning cash balance shall be utilized to pay expenses of the acquisition and safekeeping of the Acquired Obligations and expenses of the issuance of the Bonds.

In order to carry out the purposes of this section, the Designated Representative and other appropriate officers of the District are authorized and directed to execute and deliver to the Escrow Agent the Escrow Agreement, substantially in the form on file with the District.

(d) *Implementation of Refunding Plan.* The District hereby irrevocably sets aside sufficient funds out of the purchase of Acquired Obligations from proceeds of the Refunded Bonds to make the payments described in subsection (b) of this section.

The District hereby irrevocably calls the Refunded Bonds for redemption on June 1, 2016 in accordance with the provisions of Section 4 of the 2006 Bond Resolution authorizing the redemption and retirement of the Refunded Bonds prior to their fixed maturities. Said defeasances and call for redemption of the Refunded Bonds shall be irrevocable after the final establishment of the escrow account and delivery of the Acquired Obligations to the Escrow Agent.

The Escrow Agent is hereby authorized and directed to provide for the giving of notices of the redemption of the Refunded Bonds in accordance with the applicable provisions of the 2006 Bond Resolution. The Designated Representative is authorized and requested to provide whatever assistance is necessary to accomplish such redemption and the giving of notices therefor. The costs of publication of such notices shall be an expense of the District.

The Escrow Agent is hereby authorized and directed to pay to the Bond Registrar, sums sufficient to pay, when due, the payments specified in of subsection (a) of this resolution. All such sums shall be paid from the money and Acquired Obligations deposited with said Escrow Agent pursuant to the previous section of this resolution, and the income therefrom and proceeds thereof. All such sums so paid to said Bond Registrar shall be credited to the Refunding Account. All money and Acquired Obligations deposited with the bank and any income



therefrom shall be held, invested (but only at the direction of the Designated Representative) and applied in accordance with the provisions of this resolution and with the laws of the State of Washington for the benefit of the District and owners of the Refunded Bonds.

The District will take such actions as are necessary to ensure that all necessary and proper fees, compensation and expenses of the Escrow Agent for the Refunded Bonds and any costs of verifying the amounts held under the Escrow Agreement, shall be paid when due.

Section 12. Sale of Bonds; Delegation.

(a) *Delegation.* The Bonds shall be sold by negotiated sale to the Underwriter pursuant to the terms of the Purchase Contract. The Board has been advised that market conditions are fluctuating and, as a result, the most favorable market conditions may occur on a day other than a regular meeting date of the Board. The Board has determined that it would be in the best interest of the District to delegate to the Designated Representative for a limited time the authority to approve the final interest rates, maturity dates, aggregate principal amount, terms of redemption and redemption rights, principal amounts of each maturity of the Bonds and selection of the Refunded Bonds.

The Designated Representative is hereby authorized to designate a portion or all of the Refunding Candidates as Refunded Bonds, and to approve the final interest rates, maturity dates, aggregate principal amount, principal maturities, terms of redemption and redemption rights for the Bonds in the manner provided hereafter so long as (i) the aggregate principal amount of the Bonds does not exceed \$7,800,000; (ii) the final maturity date for the Bonds is no later than December 1, 2020; (iii) the Bonds are sold (in the aggregate) at a price not less than 98% and not greater than 130%; (iv) the Bonds are sold for a price that results in a minimum net present value debt service savings over the Refunded Bonds of at least 4.00%; (v) the true interest cost for the

Bonds (in the aggregate) does not exceed 3.00%; and (vi) the Bonds conform to all other terms of this resolution.

In determining whether or not to proceed with bond insurance and determining final interest rates, maturity dates, aggregate principal amount, principal maturities, terms of redemption and redemption rights, the Designated Representative, in consultation with District staff, shall take into account those factors that, in his or her judgment, will result in the lowest true interest cost on the Bonds to their maturity, including, but not limited to current financial market conditions and current interest rates for obligations comparable in tenor and quality to the Bonds. To the extent that the aggregate principal amount of the Bonds exceeds the aggregate principal amount of the Refunded Bonds, such difference shall be counted as nonvoted debt for purposes of the District's debt capacity calculations and shall be allocated to the earliest maturities of the Bonds.

(b) *Bond Sale; Purchase Contract.* Subject to the terms and conditions set forth in this Section 12, the Designated Representative is hereby authorized to execute the final form of the Purchase Contract, upon approval of the final interest rates, maturity dates, aggregate principal amount, principal maturities, terms of redemption and redemption rights, set forth therein. Following the execution of the Purchase Contract, the Designated Representative shall provide a report to the Board, describing the final terms of the Bonds approved pursuant to the authority delegated in this section. The report will be provided to the Board electronically on the date of the Bond sale and a public report provided to the Board at the next regularly scheduled meeting.

The authority granted to the Designated Representative by this Section 12 shall expire 180 days after the effective date of this resolution. If a Purchase Contract for Bonds has not been

executed on or prior to such date, the authorization for the issuance of those Bonds shall be rescinded, and any remaining portion of the Bonds authorized under this resolution shall not be issued nor their sale approved unless such Bonds shall have been re-authorized by resolution of the Board. The resolution re-authorizing the issuance and sale of such Bonds may be in the form of a new resolution repealing this resolution in whole or in part (only with respect to the Bonds not issued) or may be in the form of an amendatory resolution approving a purchase contract or establishing terms and conditions for the authority delegated under this Section 12.

The proper officials of the District are hereby authorized and directed to do everything necessary for the prompt execution and delivery of the Bonds to the purchaser at such sale and for the proper application and use of the proceeds of sale thereof.

(c) *Preliminary and Final Official Statements.* The Designated Representative is hereby authorized to review and approve on behalf of the District the preliminary and final Official Statements relative to the Bonds with such additions and changes as may be deemed necessary or advisable. The Designated Representative is hereby further authorized to deem final the preliminary Official Statement for purposes of the SEC's Rule 15c2-12. The proper District officials are hereby authorized and directed to do everything necessary for the prompt execution and delivery of the Bonds to said purchaser and for the proper application and use of the proceeds of sale thereof.

Section 13. Undertaking to Provide Ongoing Disclosure.

(a) *Contract/Undertaking.* This section constitutes the District's written undertaking for the benefit of the owners of the Bonds as required by Section (b)(5) of the Rule.

(b) *Financial Statements/Operating Data.* The District agrees to provide or cause to be provided to the Municipal Securities Rulemaking Board ("MSRB"), the following annual

financial information and operating data for the prior fiscal year (commencing in 2014 for the fiscal year ended August 31, 2013):

1. Annual financial statements, which statements maybe or may not be audited, showing ending fund balances for the District's general fund prepared in accordance with the Budgeting Accounting and Reporting System prescribed by the Washington State Auditor pursuant to RCW 43.09.200 (or any successor statutes) and generally of the type specified in the official statement for the Bonds under the heading "Statement of Revenues, Expenditures and Changes in the General Fund Balance" or comparable headings as shown in the official statement;

2. The assessed valuation of taxable property in the District;
3. Ad valorem taxes due and percentage of taxes collected;
4. Property tax levy rate per \$1,000 of assessed valuation; and
5. Outstanding general obligation debt of the District.

Items 2-5 shall be required only to the extent that such information is not included in the annual financial statements.

The information and data described above shall be provided on or before nine months after the end of the District's fiscal year. The District's current fiscal year ends August 31. The District may adjust such date if the District changes its fiscal year by providing written notice of the change of fiscal year and the new reporting date to the MSRB. In lieu of providing such annual financial information and operating data, the District may cross-refer to other documents available to the public on the MSRB's internet website or filed with the SEC and, if such document is a final official statement within the meaning of the Rule, available from the MSRB.

If not provided as part of the annual financial information discussed above, the District shall provide the District's audited annual financial statement prepared in accordance with regulations prescribed by the Washington State Auditor pursuant to RCW 43.09.200 (or any successor statutes), when and if available, to the MSRB.

(c) *Listed Events.* The District agrees to provide or cause to be provided to the MSRB, in a timely manner not in excess of ten (10) business days after the occurrence of the event, notice of the occurrence of any of the following events with respect to the Bonds:

- Principal and interest payment delinquencies;
- Non-payment related defaults, if material;
- Unscheduled draws on debt service reserves reflecting financial difficulties;
- Unscheduled draws on credit enhancements reflecting financial difficulties;
- Substitution of credit or liquidity providers, or their failure to perform;
- Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
- Modifications to the rights of Bondholders, if material;
- Optional, contingent or unscheduled Bond calls other than scheduled sinking fund redemptions for which notice is given pursuant to Exchange Act Release 34-23856, if material, and tender offers;
- Defeasances;
- Release, substitution, or sale of property securing repayment of the Bonds, if material;

- Rating changes;
- Bankruptcy, insolvency, receivership or similar event of the District;
- The consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- Appointment of a successor or additional trustee or the change of name of a trustee, if material.

Solely for purposes of disclosure, and not intending to modify this undertaking, the District advises that there is no property or credit enhancement securing repayment of the Bonds and there is no debt service reserve for the Bonds.

(d) *Notification Upon Failure to Provide Financial Data.* The District agrees to provide or cause to be provided, in a timely manner, to the MSRB notice of its failure to provide the annual financial information described in Subsection (b) above on or prior to the date set forth in Subsection (b) above.

(e) *EMMA; Format for Filings with the MSRB.* Until otherwise designated by the MSRB or the SEC, any information or notices submitted to the MSRB in compliance with the Rule are to be submitted through the MSRB's Electronic Municipal Market Access system ("EMMA"), currently located at [www.emma.msrb.org](http://www.emma.msrb.org). All notices, financial information and operating data required by this undertaking to be provided to the MSRB must be in an electronic format as prescribed by the MSRB. All documents provided to the MSRB pursuant to this undertaking must be accompanied by identifying information as prescribed by the MSRB.

(f) *Termination/Modification.* The District's obligations to provide annual financial information and notices of listed events shall terminate upon the legal defeasance, prior redemption or payment in full of all of the Bonds. Any provision of this section shall be null and void if the District (1) obtains an opinion of nationally recognized bond counsel to the effect that the portion of the Rule that requires that provision is invalid, has been repealed retroactively or otherwise does not apply to the Bonds and (2) notifies the MSRB of such opinion and the cancellation of this section.

Notwithstanding any other provision of this resolution, the District may amend this section with an opinion of nationally recognized bond counsel in accordance with the Rule. In the event of any amendment of this section, the District shall describe such amendment in the next annual report, and shall include a narrative explanation of the reason for the amendment and its impact on the type (or in the case of a change of accounting principles, on the presentation) of financial information or operating data being presented by the District. In addition, if the amendment relates to the accounting principles to be followed in preparing financial statements, (i) notice of such change shall be given in the same manner as for a listed event under Subsection (c), and (ii) the annual report for the year in which the change is made shall present a comparison (in narrative form and also, if feasible, in quantitative form) between the financial statements as prepared on the basis of the new accounting principles and those prepared on the basis of the former accounting principles.

(g) *Bond Owner's Remedies Under This Section.* A Bond owner's right to enforce the provisions of this section shall be limited to a right to obtain specific enforcement of the District's obligations hereunder, and any failure by the District to comply with the provisions of this undertaking shall not be an event of default with respect to the Bonds under this resolution.

For purposes of this section, “beneficial owner” means any person who has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bonds, including persons holding the Bonds through nominees or depositories.

(h) *No Default.* Except as described in the official statement, the District is not and has not been in default in the performance of its obligations of any prior undertaking for ongoing disclosure with respect to its bond obligations.

Section 14. Credit Enhancement Program. The Board hereby requests that the State Treasurer issue a certificate of eligibility for the Bonds to the District in order to permit the District to participate in the Credit Enhancement Program with respect to the Bonds. The Superintendent and/or Director of Business Services are hereby authorized and directed to submit such applications, resolutions and certifications as shall be required by the State Treasurer in reviewing the District’s request for participation.

Section 15. Severability; General Authorization; Ratification. If any provision in this resolution is declared by any court of competent jurisdiction to be contrary to law, then such provision shall be null and void and shall be deemed separable from the remaining provisions of this resolution and shall in no way affect the validity of the other provisions of this resolution or of the Bonds.

The President and Secretary of the Board of Directors and other appropriate officers of the District are authorized to take any actions and to execute documents as in their judgment may be necessary or desirable in order to carry out the terms of, and complete the transactions contemplated by, this resolution. All acts taken pursuant to the authority granted in this resolution but prior to its effective date are hereby ratified and confirmed.



Section 16.    Effective Date.    This resolution shall become effective immediately upon its adoption.

ADOPTED by the Board of Directors of the Bainbridge Island School District No. 303, Kitsap County, Washington, at a regular meeting thereof held this 27<sup>th</sup> day of February, 2014.

BAINBRIDGE    ISLAND    SCHOOL  
DISTRICT NO. 303, KITSAP COUNTY,  
WASHINGTON

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President and Director

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Director

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Director

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Director

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Director

ATTEST:

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Secretary, Board of Directors

## CERTIFICATE

I, the undersigned, Secretary of the Board of Directors of the Bainbridge Island School District No. 303, Kitsap County, Washington, (the "District") and keeper of the records of the Board of Directors (herein called the "Board"), DO HEREBY CERTIFY:

1. That the attached resolution is a true and correct copy of Resolution No. 06-13-14 of the Board (herein called the "Resolution"), duly adopted at a regular meeting thereof held on the 27<sup>th</sup> day of February, 2014.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Board voted in the proper manner for the adoption of said Resolution; that all other requirements and proceedings incident to the proper adoption of said Resolution have been duly fulfilled, carried out and otherwise observed; and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 27th day of February, 2014.

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Secretary, Board of Directors



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# Curriculum & Instruction

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8489 Madison Avenue NE

Bainbridge Island, Washington 98110-2999

(206) 780-1067

Fax (206) 780-1089

**TO: Faith Chapel, Superintendent**

**FM: Julie Goldsmith, Associate Superintendent**

**RE: 6-7 Mathematics Recommendation**

**Date: February 21, 2014**

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Over the course of the past 3.5 years the district has been working with teachers, administrators and community members to review our current mathematics program. The core outcome of the review process is to ensure students meet the K-12 Common Core National Mathematics Standards. These standards will be the basis for state assessments beginning in the 2014-15 school year. The Common Core integrate and unify the strengths and lessons learned from the best U.S. state standards and align with the K-12 educational standards of top-performing countries.

At the Board of Directors meeting on February 27<sup>th</sup> we will be presenting a recommendation from our 6-8 subcommittee for the adoption of the Prentice Hall, *Connected Mathematics Project*, 3<sup>rd</sup> Edition (CMP3). This program has the unanimous support of the committee. It has been reviewed by the Instructional Materials Committee and all teachers impacted by the decision. In addition, we held an open house for all interested parents to provide an opportunity for input on this recommendation. Connected Mathematics has been the core adoption of our district since our last program review. The mathematics program has been re-designed specifically to align with the Common Core State Standards.

## Common Core State Standards (CCSS)

In 2009 Washington joined the Common Core Standards Initiative, a state-led effort coordinated by the National Governors Association Center for Best Practices and the Council of Chief State School Officers to develop common, rigorous learning expectations. With different academic standards in every state and varying degrees of rigor, too many states had standards that did not prepare students for college or careers. The 48 states, two territories, and the District of Columbia concurred that students deserved clear, focused learning goals wherever they might live, and that common standards could promote collaboration across state lines in the development of instructional materials, assessments, and approaches to professional development.

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In July 2011, Washington became the 44th state, in addition to one territory and the District of Columbia, to adopt the common core standards. Washington will officially begin the process to introduce the standards into state classrooms by the 2013-14 school year. The goal of the standards is to provide a clear and consistent framework to prepare students for college and the workforce. Students will continue to be tested on Washington's 2005 reading and writing standards, and on the 2008 mathematics standards through the 2013-14 school year. Testing on Washington's common core state standards for English language arts and math will occur in the 2014-15.

### **Changes Ahead in Assessment**

The Smarter Balanced Assessment Consortium (SBAC) will develop and implement a "new generation" assessment system for participating states that will be piloted in 2013 and operational in the 2014-15 school year. As of June 29, 2011, 29 states were participating members of the consortium, committed to implement a system with these features:

- "Common CCSS-based computer adaptive summative assessments that make use of technology-enhanced item types and teacher-developed and scored performance events;
- Computer adaptive interim/benchmark assessments—reflecting learning progressions or content clusters—that provide more in-depth and/or mid-course information about what students know and can do in relation to the CCSS;
- Research-supported instructionally sensitive tools, processes, and practices developed by state educators that can be used formatively at the classroom level to improve teaching and increase learning;
- Focused ongoing support to teachers through professional development opportunities and exemplary instructional materials linked to the CCSS;
- Online reporting and tracking system that enables access to key types of information about student progress toward college- and career-readiness and about specific strengths and limitations in what students know and are able to do at each grade level; and
- Cross-state communications network to inform stakeholders about SBAC activities and ensure a common focus on the goal of college- and career-readiness for all students."

### **BISD Process:**

The district program review process includes the following steps:

1. Review and Revise as needed the Vision and Guiding Beliefs
2. Analyze assessment data to determine current strengths and deficits of the K-12 program
3. Gather and analyze needs assessment data from staff, parents and students
4. Analyze Core Standards to determine implications for teaching
5. Develop a scope and sequence (curriculum map) to ensure articulation of mathematics K-12
6. Create criteria for selection of new curriculum resources
7. Take into consideration needs for interventions and supports for students not reaching or exceeding standard
8. Identify technology resources that support and enhance mathematics instruction and learning (Smart Board Tools, Online Resources etc.)
9. Review current state approved materials and any newly published materials
10. Gather input from staff and community

11. Make recommendation on new instructional materials for Algebra and beyond will select materials for implementation in Fall 2010, K-5 for implementation in Fall 2013 and 6-8 in Fall 2014
12. Determine professional development needs
13. Develop Common Assessments

**Committee Composition:**

**6<sup>th</sup>-8<sup>th</sup> Grade**

Name	School	Group Representing
Paul Sullivan	COS	Teacher
Barry Hoonan	COS	Teacher
Julie Goldsmith	Curriculum	Admin
Laurie Rice	Ordway/WMS	Parent
Laura Kornfeld	WMS	Special Education
Stan Curtis		Community
Megan Watson	Sakai	6 <sup>th</sup> Teacher
Jim Corsetti	Sakai	Principal
Mike Florian	WMS	Principal
Jennifer Ledbetter	Curriculum	Math TOSA
Lisa Hale	WMS	Teacher
Sean Yarr	WMS	Teacher
Tim Harris	Sakai	Teacher
Debra Grindeland	WMS	Teacher
Wendy Kozina	WMS	Teacher
Terri Atkinso	Sakai	Teacher
Marcus Kitley	Sakai	Teacher

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**Recommended Action:** Approve the adoption of *Connected Mathematics Project*, 3<sup>rd</sup> Edition.

BOARD OF DIRECTORS

Mike Spence  
Sheila Jukubik  
Patty Fielding  
Tim Kinkead  
Mev Hoberg



SUPERINTENDENT  
Faith A. Chapel

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8489 Madison Avenue NE \* Bainbridge Island, Washington 98110-2999 \* (206) 842-4714 \* Fax: (206) 842-2928

February 24, 2014

TO: Faith Chapel, Superintendent  
FROM: Julie Goldsmith, Associate Superintendent  
RE: APPROVAL OF INSTRUCTIONAL MATERIALS

The Instructional Materials Committee met February 11, 2014 and reviewed the following programs for approval:

<u>Title/Author or Publisher</u>	<u>Grade Level/Course</u>
<i>The Art of Watching Films</i>	Grade 12/Film Studies & Composition
<i>The Connected Math Project 3</i>	Grades 6-8/Math

I would like to respectfully submit my recommendation to approve the above materials.  
Thank you.

Attachments: Meeting Notes

Instructional Materials Committee  
February 11, 2013 Meeting Notes

Attendance:

Julie Goldsmith, Kathleen Pool, Kris Henshaw, Susan Knell, Ronnelle Browning, Jill Phillips, Martha Wells, Lynn Erickson, Victoria VanNocken, Anna Fehrenbacher, and Samantha Everett

Guests and Non-Voting Members:

Noah Barfield and Lisa Hale (guest/requestor)  
Mev Hoberg (Board Member Representative)

Agenda

*The Art of Watching Films*, 8<sup>th</sup> edition, by Dennis Petrie & Joseph Boggs and published by McGraw-Hill Publications, @ 2012, was submitted for review by Noah Barfield to use in the Grade 12 Film Studies and Composition course elective at Bainbridge High School.

Program Description:

*The Art of Watching Film*, @ 2010 7<sup>th</sup> edition, has been successfully used in the Bainbridge High School senior year Film Studies and Composition course for the past four years. The course has expanded enrollment this year from one class per semester to two and will require an additional classroom set of books to be purchased. The 7<sup>th</sup> edition currently in use in the course is now out of print. The 8<sup>th</sup> edition of the same book is being proposed for purchase to meet the need caused by the additional interest in the course this year. The new edition is very similar, still meets the course goals and objectives and has the high school English department's full support as the best option on the market to meet the additional needs for the course.

Synopsis of the Committee Discussion and Recommendation:

Members of the committee felt the program supported the course goals/objectives well, found the chapter organization/timelines/self-tests useful and felt the online learning center available with the purchase of the program provided a very comprehensive, high quality teacher resource.

A motion was made and seconded to approve *The Art of Watching Films* program for the 12<sup>th</sup> grade Film Studies and Composition course at BHS with the caveat that the instructor would be advised to possibly supplement the text with selected materials and resources to acknowledge the influence female actresses and directors have made on the industry as it seemed to be underrepresented in the text and created concerns regarding

gender balance. The IMC members present voted unanimously to approve the motion and the motion was carried/approved to include the suggestion for the instructor.

***The Connected Mathematics Project 3 (CMP3)***, published by Pearson Education, @ 2014, was submitted for review by the district Math Program Review Committee after completing a very rigorous three year review process that involved community input and all teachers impacted. *CMP3* received unanimous support for adoption by all involved in the review process as “core” curriculum in the 6<sup>th</sup>-8<sup>th</sup> grade classrooms at Bainbridge School District.

#### Program Description:

*CMP3* aligns to the Common Core State Standards (CCSS) and prepares students well entering college and careers. It was the only program reviewed that included instruction all eight standards of mathematical practice on a daily basis. The first and second editions of CMP were adopted by our district approximately eleven years ago and, therefore, not aligned to the CCSS. Key components to *CMP3* emphasize understanding math, grounded in a real world context that applies knowledge to problem solving that results in learning new math content that “sticks”. CMP is based on research and has been used in schools all over the country.

#### Synopsis of the Committee Discussion and Recommendation:

The program will blend well with the adopted K-5 McGraw Hill *My Math* program already in place at the elementary schools, it will provide more rigor than the previously used program and will help to build mathematicians. The focus on content vs. spiral curriculum will be a welcome change. The program uses a common language across the grades that will help to strengthen understanding and create consistency. Before and after school study groups will be available at each school. The *CMP3* program comes with strong online tools for teachers.

A motion was made and seconded to approve the *CMP3* program for grades 6-8. The IMC members present voted unanimously to approve the motion and the motion was carried/approved.

Respectfully submitted by Judy Kornbau, Recorder



**BOARD OF DIRECTORS**

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**SUPERINTENDENT**

Faith A. Chapel

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

February 21, 2014

TO: Board of Directors

FR: Faith A. Chapel, Superintendent

RE: Middle School Athletic Leagues Merger

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Last fall, the secondary administrators conducted a presentation to the Board of Directors regarding the athletic and activities programs at Bainbridge High School and Woodward Middle School. During the presentation, Woodward Middle School Associate Principal Kristen Nelson reported that the two middle school leagues in our region (West Sound and Olympic) were likely to merge due to reductions in the number of junior high schools choosing to participate in the Olympic League. Indeed, additional meetings during the winter months have led to the decision to merge the two leagues into one "West Sound Middle School League."

The Woodward administrators have held ongoing discussions with coaches and the Woodward Site Council throughout the fall and winter regarding the possibility of a merger. They are recommending that we continue our membership in the West Sound Middle School League which will now include schools that were formerly part of the Olympic League. Although there is no agency that requires Board approval of middle school league alignments, there will be a new constitution and athletic handbook for the West Sound Middle School League, and members have agreed that schools should conduct a presentation to their Board of Directors and request their endorsement of the proposed change.

I recommend Board approval of the Woodward recommendation.

February 20, 2014

To Bainbridge Island School District Board Members:

On behalf of the Olympic Junior High League (OJHL) and the West Sound Middle School League (WSMSL), I would like to present the updated plan to merge these two leagues for the 2014-2015 school year and beyond.

First, some background information. Last Spring, Central Kitsap School District opted to move their ninth grade athletes to their high school sports teams. This left the South Kitsap junior highs with few options other than to follow suit, which they did in allowing their ninth graders to play at SKHS. As these changes happened late in the 2012-13 school year, the Olympic League Athletic Directors agreed to continue with the same schools (and 7<sup>th</sup>-8<sup>th</sup> graders) for the 2013-2014 school year, with the plan to look into joining with the other area league, the West Sound Middle School League. Two schools, Hawkins MS (North Mason) and Mountain View MS (Bremerton) have been a part of both leagues for several years in different sport seasons.

Representatives from OJHL revisited this idea at the start of this school year, and were invited to attend the WSMSL meeting in September. At this initial meeting we proposed joining their league. Some discussion ensued, and the decision was made that a merger of the two leagues was probably a better option, and that both groups would consider how to best make this work for everyone. In October and November, each league met individually and discussed pros and cons, and then, on December 6<sup>th</sup> we met as a large group—Athletic Directors from 13 of the 14 schools and the District Athletic Directors discussed how we could make this work. After some discussion about league configuration and size of schools involved, we unanimously voted to move forward with the process. Kingston's AD was not present, but NKSD AD, Patrick Olsen, voted affirmatively as his proxy.

This letter is being presented to the Superintendents and School Board of each school district involved explaining the merger, and providing updated information. Middle School leagues do not require specific qualifications with school size, as do high schools. We are able to align with any league that is close to us. With acceptance from all of the Districts, we intend to move forward with the adoption of a new Constitution, Handbook, and SOPs for each sport. Again, it is our collective hope that we have everything in place to function as an operating league for our Fall 2014 sports.

At this time, Fall sports would be Football (except us) and Volleyball (all). Some schools may also field a Girls' cross country team, depending on interest and availability of funding for coaches. Winter season one would be Boys' basketball (all) and for those who can, Girls' soccer. Winter season two would be Girls' basketball (all) and Wrestling (all). Finally, the Spring season would consist of Track (all) and Baseball and Fast pitch (SK, Curtis, Hawkins, and Mountain View). Though we have not worked out all of the specifics by sport, the idea would generally be a North division and a South division, to hopefully help alleviate transportation costs. When it works in the schedule with regard to number of games, we may implement cross-divisional playoff games. At this time, it was agreed upon that we all will be

flexible with the structure of our Football schedule. Due to specific school enrollment, some schools may opt to only have a Junior Varsity program (smaller schools), while Curtis will field two Varsity teams.

As of February 2014, we have all schools moving forward in the merger. We will remain as the West Sound Middle School League. We have a completed draft of our constitution and handbook and have meetings set up for all coaches to come and assist in developing a merged document of expectations for specific sports (Standard Operation Procedures – SOP's). By the end of April we will have drafts of schedules for all sports for next year. All fourteen schools have representatives meeting monthly to organize this merger.

If you have any additional questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kristin Nelson', with a stylized, flowing script.

Kristin Nelson

Associate Principal/Athletic Director  
Woodward Middle School

President  
West Sound Middle School League

# Woodward Middle School

Athletic Program League Merger Update- Spring 2014

## Review from the Fall



WOODWARD  
MIDDLE SCHOOL

- Woodward is currently a part of the West Sound Middle School League along with 6 other schools.

Central and South Kitsap school districts will be moving students to the middle and high athletic bands (7-8 and 9-12) instead of their current junior high model (7-9 and 10-12)

Potential merger conversations began in September 2013.

## Where we are now....

- All 14 schools in the two leagues have taken request to merge leagues to their Superintendent and are reporting to School Boards
- We have voted on keeping the name West Sound Middle School League
- We have a draft of an updated handbook, to be voted on in March
- We have assigned Athletic Directors as commissioners for each sport. These AD's will lead meetings with all coaches and create schedules for their assigned sport.
- We have meetings set up for all coaches to have a voice in changes to their sport specific expectations. They will create drafts and bring back to AD's for approval.

## What will this league look like?

- Woodward will be a part of a league with 13 other schools (14 total)
  - Most sports plan to split in North and South divisions, football is unique due to team sizes and ability
  - Schools will, on average, have shorter distances to travel – hopefully accounting for decreased costs for transportation
  - We will have four seasons
    - Fall, Winter 1, Winter 2, and Spring
  - We will maintain the middle school philosophy of teaching skill and good sportsmanship, along with team development
  - As sports are able, we may include end of season games that pair like teams from North and South divisions. (win-loss records)

## What does this mean for WMS?

- Starting Fall 2014, we will be in the North Division of the WSMSL
- As of this time, we will compete against schools closer to home (currently to Vashon Island via Tacoma)

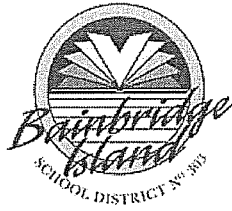
Northern Division		Southern Division	
1.	Central Kitsap Junior High	1.	Cedar Heights Junior High
2.	Fairview Junior High	2.	Curtis Junior High
3.	Kingston Middle School	3.	Hawkins Middle School
4.	Klahowya Secondary School	4.	Marcus Whitman Junior High
5.	Poulsbo Middle School	5.	McMurray Middle School
6.	Ridgetop Junior High	6.	Mountainview Middle School
7.	Woodward Middle School	7.	John Sedgwick Junior High

Possible addition of other sports teams to enhance Title 9 numbers

- Cross Country in fall (some schools are girls only)
- Early Winter Girls Soccer

**BOARD OF DIRECTORS**

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Sheila Jakubik



**SUPERINTENDENT**

Faith A. Chapel

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8489 Madison Avenue NE \* Bainbridge Island, Washington 98100 \* (206) 842-4714 \* Fax: (206) 842-2928

February 7, 2014

To: Faith Chapel

From: Peter Bang-Knudsen

RE: Second reading for Policy 5430: Volunteers

Attached please find copies of the volunteer policy 5430. I have made no changes to the volunteer policy from the our last meeting on February 13, 2014. I am in the process of making slight revisions to the procedure based on school board input. At a later date, I will bring forward to the school board an updated procedure as an information only item . We are continuing to work with our PTOCC and our schools to update the Volunteer Handbook. We will have the new policy, procedure, Volunteer Handbook, training, and approval process in place for the beginning of the 2014-15 school year.

I respectfully request that the School Board approve the second reading of Policy 5430: Volunteers.

**POLICY 5430: VOLUNTEERS**

The Bainbridge Island School District Board of Directors recognizes the valuable contribution of volunteers working in the schools to extend the capacity of staff and to support student learning. Volunteers may be utilized to perform a wide-range of activities, such as assisting with the supervision of students in school facilities and on field trips, assisting students and teachers in classroom activities or in preparation for such activities, or assisting in office support activities.

In working with volunteers, district staff shall clearly explain the volunteer's responsibilities regarding the particular activity for which the volunteer is assisting. On field trips, both students and volunteers are to be informed of the rules and expectations of student behavior and the means by which they are to be held accountable to those rules and expectations.

When working directly with students or when coming in contact with student records, all volunteers must maintain strict confidentiality regarding the release of information regarding any student.

The superintendent or designee shall be responsible for developing and implementing procedures for the utilization of volunteers that will include, but not be limited to appropriate screening, assignment, training, and supervision of volunteers, as well as limiting volunteer participation when necessary.

Cross References: Policy 5005 – Employment: Disclosures, Certification Requirements, Assurances and Approval

Legal References: RCW 43.43.830-840 WA State Criminal Code Records  
WAC 446-20-285 Employment-Conviction Records – Child and adult abuse information



**BOARD OF DIRECTORS**

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**SUPERINTENDENT**

Faith A. Chapel

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8489 Madison Avenue NE \* Bainbridge Island, Washington 98100 \* (206) 842-4714 \* Fax: (206) 842-2928

To: Faith Chapel, Superintendent  
 From: Randi Ivancich, Director of Instructional Technology & Assessment  
 Date: February 27, 2014  
 Re: Technology Projects and School Technology Levy Monthly Report

---

*The Bainbridge Island School District will use technology  
 to ensure that every student is ready for success.*

**Technology Levy Budget Summary**

This summary provides information on the encumbrances to date applied to the 2010 School Technology Levy budget for the 2013/2014 school year. (Slight variations in the totals are due to rounding.)

FY 2013/2014 Technology Levy Budget		\$1,856,300
Encumbered Purchase Orders	\$ 325,573	
Expenditures to Date	\$ 504,595	
Total Encumbrances to Date		<u>\$ 830,169</u>
FY 2012/2013 Technology Levy Budget Balance		\$1,026,131

The Technology Department extends its gratitude to the Bainbridge Island community for its support of the 2014 Technology Levy that passed with 72.2% of the vote, as of 2/18/2014. The levy will provide technology funding for 2015, 2016, and 2017 to improve instruction and student learning, and support the school district's network, infrastructure, communications, and productivity systems.

**Learning, Teaching, and Assessment**

Schools are placing their orders for student devices that are used to meet student needs for technology in classrooms. Each school receives an allotment of the technology levy funds based on the school's student full-time equivalent (FTE). The decision-making teams at each school can choose combinations of desktops, laptops, iPads or Chromebooks to fulfill the need for student devices based on curriculum needs within their school environment. All four of these types of devices will support testing requirements of the online Smarter Balanced Assessments that begin in the 2014/2014 school year.

Ordway is receiving 30 desktop computers for its computer lab and 15 desktops for the library. These computers are used by students throughout the school day, every day.

The Bainbridge High School Science Department is expanding into the field of 3-D printing. Technology staff are upgrading some desktop computers to meet the processing requirements of 3-D printers.

Staff representatives from each school are registered to participate in the Northwest Council for Computer Education (NCCE) on March 12-14, 2014. The NCCE conference alternates each year between Seattle and Portland, Oregon and hosts the largest educational technology conference in the Pacific Northwest. BISD staff will have the opportunity to participate in day-long seminars focused on specific topics such *Creating a Library for the Next Generation of Learners* and/or numerous sessions ranging from *Instructional Strategies for Student BYOB* to *Creating a Classroom in the Clouds with Google Chromebooks* to *Blended Learning Environment* to *Right Fit: Common Core and Tech Integration*. You can learn more about this conference at the NCCE website: <http://www.ncce.org/>.

Winter 2014 MAP testing will conclude on February 28. Classroom reports are available for teachers with 48 hours of testing. District level and school level reports will be available in early March. The information from MAP is used to adjust instruction to meet the learning needs of each student.

Data Lead Teachers at each school are gathering information to answer a research question developed by them and their principal and/or leadership team. For their research, teachers are using data from a variety of sources including Homeroom data dashboard, OSPI reports, state testing results, and Measures of Academic Progress (MAP) data. The information will be used to help schools improve instruction and student learning.

### **Infrastructure and Network**

Technology staff have updated the battery backup for the district office network servers and updated some of the server operating system agreements related to VMware and monitoring network traffic.

**2010 TECHNOLOGY LEVY  
2013-14 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>728,225</b>				<b>519,827</b>
Hardware	626,975	185,227	111,328	73,899	441,748
Software	96,250	23,170	19,085	4,085	73,080
Professional Development	5,000	0	0	0	5,000
<i>Sub-total LEARNING</i>		208,398	130,414	77,984	
<b>TEACHING:</b>					
<b>Prepare and Connect</b>	<b>289,449</b>				<b>147,892</b>
Hardware	159,588	14,822	14,822	0	144,766
Software	0	0	0	0	0
Professional Development	129,861	126,735	105,313	21,422	3,126
<i>Sub-total TEACHING</i>		141,557	120,135	21,422	
<b>ASSESSMENT:</b>					
<b>Measure What Matters</b>	<b>78,500</b>				<b>23,439</b>
Hardware	5,000	0	0	0	5,000
Software	58,500	53,234	53,234	0	5,266
Professional Development	15,000	1,827	721	1,106	13,173
<i>Sub-total ASSESSMENT</i>		55,061	53,954	1,106	
<b>INFRASTRUCTURE:</b>					
<b>Access and Enable</b>	<b>260,000</b>				<b>251,917</b>
Hardware	207,500	3,573	3,573	0	203,927
Software	42,500	4,510	2,357	2,152	37,990
Professional Development	10,000	0	0	0	10,000
<i>Sub-total INFRASTRUCTURE</i>		8,083	5,931	2,152	
<b>COMMUNICATIONS + PRODUCTIVITY</b>	<b>234,000</b>				<b>79,744</b>
Hardware	116,000	80,098	32,475	47,623	35,902
Software	108,000	73,254	71,849	1,406	34,746
Professional Development	10,000	905	417	487	9,096
<i>Sub-total COMM. + PROD.</i>		154,256	104,741	49,516	
Technical Support	266,126	262,814	89,421	173,393	3,312
<i>Sub-total Technical Support</i>		262,814	89,421	173,393	
<b>= Total</b>	<b>\$ 1,856,300</b>	<b>\$830,169</b>	<b>\$504,595</b>	<b>\$325,573</b>	<b>\$1,026,131</b>



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: 02/27/2014  
Re: Capital Projects and Facilities Report-February

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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.

Estimated Budget	\$42,561,137
Encumbered To Date	\$33,085,933
Expenditures To Date	\$32,818,066
Encumbered PO Balance	\$ <u>267,867</u>
 Capital Project Budget Balance	 \$ 9,475,204

### Woodward

- Athletic Fields Renovation punch list work remains. Minor installations of seed, sod, irrigation, striping detail and curb work remain.
- A protective floor covering for the new gym wood floor has been purchased with funding provided by Rotary and WMS PTO. Bob Houk, Lead Custodian, provided extensive research on options.
- Re-roofing document preparation is underway by Coates Design Architects, a Bainbridge Island architectural firm known for their construction detailing and design.

### District-General

- At BHS, a preferred Lightspeed assisted listening system has been identified through testing at the high school's 200 Building. Two systems were demonstrated to a group of staff from Special Ed, teaching staff, maintenance, capital projects, and the manufacturer rep. The preferred model provides significantly better sound plus an ability to serve a wider range of need.
- At BHS old tennis courts, a continuous crack running the full length of the east, lower tennis courts was observed in mid February. An epoxy infill will be placed during dry weather above 40 degrees F with as minimal impact to spring, co-ed tennis as possible.
- At Ordway, Capital Projects is helping the PTO to install a new big toy. Working with Playgrounds NW, all safety clearances and installation techniques will be identified. Maintenance may be asked to slightly enlarge the chips area. Capital Projects will look into contracting a new ADA ramp into the play area.
- At Transportation, additional electrical circuits have been added to provide adequate electrical heat during extremely cold weather and greater convenience in the office and lunch room.

### Commodore

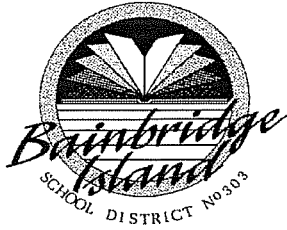
- The admin workroom has been completed. Existing base cabinets and countertops have been renovated for additional work space and paper storage.

### Wilkes Replacement

- Spee West continues to manage warranty issues despite the official one-year warranty period ending of Dec. 28, 2014. Warranty work completed since last month includes: completion of additional proximity card readers for a total of 15; refinement of automatic blinds in the Commons and gym, tightening of exterior bollards, installation of playground tree grates. Outstanding warranty work includes lighting and occupancy sensor refinements, drainage at the Courtyard C planter, re-adhering rubber tile in the gym office, correction of hand rail lights.
- Small works refinement projects are in progress. The Utility Drive Improvements includes additional drainage across the driveway, a low-height retaining wall at the south bank of the field, and a French drain along the east bank of the field. The Playground Tree Garden Improvements is researching replacement options for the existing pea gravel with a material that is more stable and less slippery under foot.
- A Post-Occupancy Evaluation of Wilkes is being prepared for input by staff and students.

**CAPITAL PROJECTS BUDGET UPDATE**  
**BOND 2009 PROJECT SUMMARY**  
*As of January 31, 2014*

	ESTIMATED BUDGET	ENCUMBERED TO DATE	EXPENDITURES TO DATE	ENCUMBERED PO BALANCE	CP BUDGET BALANCE
<b>Bond Costs</b>					
Bond Costs - 9000	\$ 500,000	\$ 300,810	\$ 300,810	\$ 0	\$ 199,190
Sub-total Bond Cost	500,000	300,810	300,810	0	199,190
<b>Wilkes</b>					
Wilkes Core - 9001	29,760,611	28,868,420	28,782,355	86,065	892,191
Sub-total Wilkes	29,760,611	28,868,420	28,782,355	86,065	892,191
<b>Blakely Elementary School</b>					
Blakely Essential Renovations - 9010	514,498	46,307	45,631	675	468,192
Blakely Roof Replacement - 9015	358,752	668	668	0	358,084
Sub-total Blakely	873,250	46,974	46,299	675	826,276
<b>Ordway Elementary School</b>					
Ordway Essential Renovations - 9020	1,048,258	25,807	18,742	7,064	1,022,452
Ordway Portables Roof Replacement - 9025	122,313	48,776	48,776	0	73,537
Sub-total Ordway	1,170,571	74,582	67,518	7,064	1,095,989
<b>Sakai Intermediate School</b>					
Sakai Essential Renovations - 9030	242,250	68,205	68,205	0	174,044
Sub-total Sakai	242,250	68,205	68,205	0	174,044
<b>Woodward Middle School</b>					
Woodward Essential Renovations - 9040	331,787	145,023	130,647	14,375	186,765
Woodward Roof Replacement - 9045	252,792	35,085	35,085	0	217,707
Woodward Site Improvements - 9046	1,003,187	1,128,564	1,031,848	96,717	(125,377)
Sub-total Woodward	1,587,766	1,308,672	1,197,580	111,092	279,094
<b>Bainbridge High School</b>					
Bainbridge HS Essential Renovations - 9050	2,095,170	178,448	178,448	0	1,916,723
Bainbridge HS Roof Replacement - 9055	443,817	2,263	2,263	0	441,554
Sub-total Bainbridge HS	2,538,987	180,710	180,710	0	2,358,277
<b>Commodore Options School</b>					
Commodore Essential Renovations - 9060	993,599	265,348	249,501	15,847	728,251
Commodore Roof Replacement - 9065	56,664	39,409	39,409	0	17,255
Sub-total Commodore	1,050,263	304,757	288,910	15,847	745,506
<b>Transportation</b>					
Transportation Essential Renovations - 9070	713,945	55,693	46,260	9,433	658,253
Transportation Roof - 9075	35,559	293	293	0	35,267
Sub-total Transportation	749,504	55,985	46,552	9,433	693,519
<b>District Office</b>					
District Office Essential Renovations - 9080	118,378	117,792	117,312	480	586
Sub-total District Office	118,378	117,792	117,312	480	586
<b>Districtwide Security</b>					
Districtwide Security - 9090	473,533	80,820	79,439	1,381	392,713
Sub-total Districtwide Security	473,533	80,820	79,439	1,381	392,713
<b>Energy Conservation</b>					
Energy Conservation - 9095	947,026	58,215	58,215	0	888,811
Sub-total Energy Conservation	947,026	58,215	58,215	0	888,811
<b>Capital Projects Administration - 9100</b>					
Capital Projects Administration - 9100	2,098,997	1,169,989	1,134,161	35,829	929,008
Sub-total Capital Projects Administration	2,098,997	1,169,989	1,134,161	35,829	929,008
<hr/>					
= Total of Projects and Fees	\$ 42,111,137	\$ 32,635,933	\$ 32,368,066	\$ 267,867	\$ 9,475,204
South Island Sewer (paid May 2012)	450,000	450,000	450,000		0
= Total Expected Expenditures	\$ 42,561,137	\$ 33,085,933	\$ 32,818,066	\$ 267,867	\$ 9,475,204



Bainbridge Island SD #303  
Facilities/Capital Projects Office

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To: Faith Chapel, Superintendent  
From: Tamela Van Winkle, Director Facilities and Capital Projects  
Date: 2/27/2014  
Re: Woodward Athletic Field Renovation  
Change Order No. 2

---

**The following Change Order No. 2 is proposed for Board Approval:**

COP #3: Irrigation Revisions at South & North Field  
Repair or replace irrigation lines embedded in demolished  
backstop foundation, in conflict with new subsurface drainage  
in south field and with new north curb at track. \$3,638.84

**A summary of change order activity for this project is as follows:**

Original Contract Sum	\$914,250.00
Change Order No. 1	\$43,084.45
Revised Contract Amount (excluding WSST)	\$957,334.45
WSST @ 8.6%	\$1,039,665.21
 <b>Change Order No. 2</b>	 <b>\$3,638.84</b>
WSST @ 8.7%	\$316.58
<b>Revised Contract Amount (including WSST)</b>	<b>\$1,043,620.63</b>

**BOARD OF DIRECTORS**

Mike Spence  
Patty Fielding  
Tim Kinkad  
Mev Hoberg  
Sheila Jakubik



**SUPERINTENDENT**

Faith A. Chapel

8489 Madison Avenue NE

\*

Bainbridge Island, Washington 98100

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(206) 842-4714

\*

Fax: (206) 842-2928

**MEMORANDUM**

To: Faith Chapel, Superintendent

Date: February 20, 2014

From: Peggy Paige, Director of Business Services

RE: Monthly Financial Reports – January

Attached are the financial reports for the month ending January 31, 2014

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

**Analysis of General Fund**

**Revenue**

Total General Fund revenues to January 31 were \$15.9 million, 4.3% more than for the same period last year and slightly below the average. Tax collections are near the expected average. Local nontax revenues are below the 3 year average. A donation from the Bainbridge Schools Foundation was received earlier in a prior year so the expected percentage is inflated. State revenues are consistent with state funding expectations and enrollment. Revenues related to Basic Ed should begin to move above the expected average since we will receive more than budget estimates due to increased enrollment. Special Ed enrollment is currently below budget estimates but this tends to increase during the year. Transportation is consistent with budget estimates and will not be adjusted for actual funding until later in the year. Federal revenues are down compared to prior year at this time but we have had a delay in submitting reimbursement claims for two grants.



## Expenditure

Expenditures for the year to January 31 total \$16.6 million, which is 9.3% higher than for the same period last year. Year-to-date expenditures are above the average.

Total expense for Regular (Basic) Education increased 10.5% over last year and is above the average. While some of this increase is due to salary adjustments (restoration of previous year reductions) and payment for extra professional development days at the beginning of the school year we are spending at a pace that suggests that we will exceed budget estimates. We are currently in the process of reviewing actual FTE and staffing costs to budget estimates.

Total special education costs are up 7.3% compared to last year and are above the 3-year average. This area is also impacted by salary restoration and payment for extra days and is also being reviewed to compare budgeted FTE to actual FTE, as are payments for outside services to determine the extent to which they may exceed budget estimates. Some of these excess costs *may* be offset with an increase in Safety Net revenues.

Vocational expense is down from last year and the average. Certificated salaries should come in below budget due to staffing changes.

Compensatory education is as expected per the annual 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.

Other Instruction reflects expenditures for the Highly Capable Program. This category will fluctuate during the year as activities occur.

Total Support Services is above last year and the average. Transportation/Motor Pool expenditures are below last January, primarily in the purchase of supplies (including diesel). Operation, Buildings is down from last year but above the average. Benefit costs were under-budgeted in this area. Utilities are up from prior year and above the expected average due to a sharp increase in the cost of propane. Food Service is in line with budget at this time. Maintenance is up from prior year primarily due to some necessary (but unbudgeted) repairs. A transfer in March to reimburse the General Fund for Capital Projects salaries should bring the YTD percentage closer to the expected average. Information Services increases are related to contract renewals and Tech Levy purchases. The reimbursement of some of the Tech Levy expense is recorded as revenue rather than a reversal of the original expenditure. Central Office expenditures are up from prior year and currently running above the average. There have been unbudgeted expenditures (review of all certificated personnel files, leasehold tax due on parking revenues) and atypical levels of expense in substitute costs, overtime and legal fees.

## Cash Flow

Net cash outflow during January was \$651,721. As of January 31, 2014, the closing cash balance in the general fund was \$2,058,830.

**GENERAL FUND**  
**Summary of Revenues & Expenses**  
**January 31, 2014**

	Jan-14 Actual YTD \$	% Incr/Decr prior year	Jan-13 Actual YTD \$	Annual Budget Budget	% YTD	Avg %
<b>Revenues - By Revenue Source</b>						
Local Taxes	4,061,924	-0.4%	4,077,970	8,806,000	46.1%	45.8%
Local Nontax	1,341,099	1.8%	1,317,619	3,157,900	42.5%	46.8%
State, General Purpose						
Basic Education	8,345,299	9.7%	7,763,341	19,665,000	42.4%	42.2%
Special Education	172,299	6.7%	161,506	425,000	40.5%	41.6%
State, Special Purpose						
Special Education	938,599	-0.1%	939,656	2,645,000	35.5%	38.3%
Transportation	351,361	1.1%	347,580	945,000	37.2%	41.5%
Other	258,469	31.9%	196,024	664,900	38.9%	39.3%
Federal, Special Purpose	439,646	-1.5%	446,252	1,188,700	37.0%	39.0%
<b>TOTAL</b>	<b>15,908,696</b>	<b>4.3%</b>	<b>15,249,948</b>	<b>37,497,500</b>	<b>42.4%</b>	<b>43.0%</b>

	Actual YTD \$	% Incr/Decr prior year	Actual YTD \$	Budget	% YTD	Avg %
<b>Expenses - By program code</b>						
Regular Instruction*						
Teaching	7,378,703	11.4%	6,621,765	17,679,639	41.7%	40.5%
Principal	945,013	5.2%	897,983	2,303,166	41.0%	40.8%
Guidance/Counseling	436,599	11.3%	392,384	1,049,612	41.6%	39.4%
Learning Resources	317,683	11.7%	284,433	651,939	48.7%	43.3%
Extracurricular	304,239	-3.2%	314,438	610,369	49.8%	46.7%
Other	459,723	15.6%	397,718	1,012,000	45.4%	41.9%
<b>Total Regular (Basic) Ed.</b>	<b>9,841,960</b>	<b>10.5%</b>	<b>8,908,720</b>	<b>23,306,725</b>	<b>42.2%</b>	<b>40.9%</b>
Special Education						
Teaching	1,676,447	7.3%	1,561,805	3,625,388	46.2%	41.2%
Other	675,637	7.1%	630,766	1,610,026	42.0%	41.4%
<b>Total Special Ed.</b>	<b>2,352,084</b>	<b>7.3%</b>	<b>2,192,571</b>	<b>5,235,414</b>	<b>44.9%</b>	<b>41.3%</b>
Vocational Education	321,053	-17.7%	389,982	933,855	34.4%	40.5%
Compensatory Education	209,173	23.0%	170,035	670,646	31.2%	34.1%
Other Instruction	18,646	-13.6%	21,571	36,407	51.2%	27.2%
Support Services						
Transportation/Motor Pool	601,543	-4.1%	627,443	1,407,692	42.7%	42.8%
Operation Buildings	616,597	-0.4%	618,999	1,426,972	43.2%	41.1%
Utilities	500,778	37.0%	365,457	1,290,000	38.8%	34.1%
Food Services	418,153	-0.7%	421,256	956,526	43.7%	43.3%
Maint/Grounds	428,210	6.6%	401,550	844,249	50.7%	45.7%
Information Services	374,914	20.6%	310,792	705,129	53.2%	45.8%
Central Office	615,433	29.1%	476,606	1,437,068	42.8%	40.6%
Other	284,418	8.4%	262,493	337,102	84.4%	82.1%
<b>Total Support Services</b>	<b>3,840,046</b>	<b>10.2%</b>	<b>3,484,595</b>	<b>8,404,738</b>	<b>45.7%</b>	<b>43.1%</b>
<b>TOTAL</b>	<b>16,582,962</b>	<b>9.3%</b>	<b>15,167,475</b>	<b>38,587,785</b>	<b>43.0%</b>	<b>41.3%</b>

Excess (Deficiency) of Revenues over Expenditures	(674,266)	82,473	(1,090,285)
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# GENERAL FUND CASH FLOW FORECAST 2013-14

## January 2014

	Actual August	Actual September	Actual October	Actual November	Actual December	Actual January	Projected 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	
Cash on hand	(466.44)	151,796.11	135,962.79	77,387.54	92,129.47	66,956.45	
Cash on deposit	1,143,553.36	1,575,365.97	1,726,806.39	3,740,316.24	1,920,488.67	1,328,195.69	
Warrants outstanding	(937,667.93)	(1,256,735.52)	(1,406,631.35)	(1,250,590.74)	(1,107,944.64)	(1,218,613.08)	
Investments	3,122,187.97	2,623,531.67	1,824,622.57	1,825,447.92	2,526,251.72	2,527,211.48	
<i>Total opening cash balance</i>	<i>3,334,406.96</i>	<i>3,100,758.23</i>	<i>2,287,560.40</i>	<i>4,399,360.96</i>	<i>3,437,725.22</i>	<i>2,710,550.54</i>	<i>2,058,829.52</i>
<b>Cash Inflows</b>							
Local taxes	50,026.73	274,788.31	2,872,732.60	816,891.19	50,401.84	47,109.61	170,557.43
Local Support nontax	12,977.88	588,945.10	223,441.65	176,718.73	175,445.68	176,548.02	244,231.80
State, general purpose	1,901,633.82	1,805,717.59	1,807,744.97	1,104,737.51	1,807,752.28	1,991,646.20	1,914,179.24
State, special purpose	559,214.76	298,939.77	304,082.70	188,433.61	308,680.90	288,427.97	300,430.09
Federal, general purpose	-	-	-	-	-	-	-
Federal, special purpose	290,737.33	(3,154.43)	109,641.59	130,250.81	92,108.80	110,799.52	58,542.09
Other Financing Sources	50,013.62	-	-	-	159,863.97	-	-
Adjustments (accruals, receivables due)	(68,977.42)	204,939.98	2,589.85	-	-	-	-
<i>Total cash inflows</i>	<i>2,795,626.72</i>	<i>3,170,176.32</i>	<i>5,320,233.36</i>	<i>2,417,031.85</i>	<i>2,594,253.47</i>	<i>2,614,531.32</i>	<i>2,687,940.64</i>
<b>Cash Outflows</b>							
Regular Instruction	(2,079,156.22)	(2,280,623.77)	(1,882,448.34)	(1,983,276.17)	(1,774,473.50)	(1,921,138.66)	(1,921,894.04)
Special Education Instruction	(400,177.87)	(437,658.68)	(462,705.33)	(493,461.85)	(476,465.43)	(481,792.77)	(468,768.59)
Vocational Education Instruction	(83,038.80)	(58,612.47)	(77,256.82)	(61,825.65)	(62,461.74)	(60,896.03)	(57,616.66)
Compensatory Education Instruction	(36,378.34)	(36,990.65)	(36,163.17)	(40,094.74)	(35,779.41)	(60,144.88)	(36,625.25)
Other Instructional Programs	(73,401.13)	(573.77)	(2,346.09)	(11,347.45)	(3,130.97)	(1,247.97)	1,284.43
Support services	(729,549.09)	(596,957.69)	(754,254.80)	(849,249.81)	(900,428.19)	(739,155.52)	(705,841.62)
Adjustments (accruals, payables due)	372,426.00	(571,957.12)	6,741.75	60,588.08	(68,688.91)	(1,876.51)	-
<i>Total cash outflows</i>	<i>(3,029,275.45)</i>	<i>(3,983,374.15)</i>	<i>(3,208,432.80)</i>	<i>(3,378,667.59)</i>	<i>(3,321,428.15)</i>	<i>(3,266,252.34)</i>	<i>(3,189,461.73)</i>
<b>Net change in cash balance</b>	<b>(233,648.73)</b>	<b>(813,197.83)</b>	<b>2,111,800.56</b>	<b>(961,635.74)</b>	<b>(727,174.68)</b>	<b>(651,721.02)</b>	<b>(501,521.09)</b>
<b>CLOSING CASH BALANCE</b>	<b>3,100,758.23</b>	<b>2,287,560.40</b>	<b>4,399,360.96</b>	<b>3,437,725.22</b>	<b>2,710,550.54</b>	<b>2,058,829.52</b>	<b>1,557,308.43</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	
Cash on hand	151,796.11	135,962.79	77,387.54	92,129.47	66,956.45	97,967.27	
Cash on deposit	1,575,365.97	1,726,806.39	3,740,316.24	1,920,488.67	1,328,195.69	1,317,972.89	
Warrants outstanding	(1,256,735.52)	(1,406,631.35)	(1,250,590.74)	(1,107,944.64)	(1,218,613.08)	(1,092,129.70)	
Investments	2,623,531.67	1,824,622.57	1,825,447.92	2,526,251.72	2,527,211.48	1,728,219.06	
<i>Total closing cash balance</i>	<i>3,100,758.23</i>	<i>2,287,560.40</i>	<i>4,399,360.96</i>	<i>3,437,725.22</i>	<i>2,710,550.54</i>	<i>2,058,829.52</i>	<i>-</i>

# GENERAL FUND CASH FLOW FORECAST 2013-14

## January 2014

	Projected March	Projected April	Projected May	Projected June	Projected July	Projected August	Budget 2013-14
<b>OPENING CASH BALANCE</b>							
Imprest							
Cash on hand							
Cash on deposit							
Warrants outstanding							
Investments							
<i>Total opening cash balance</i>	1,557,308.43	1,329,015.53	3,818,149.56	3,438,767.83	2,472,892.48	1,925,257.23	
<b>Cash Inflows</b>							
Local taxes	307,803.34	2,840,908.00	1,124,061.69	134,571.78	46,053.77	46,290.36	8,806,000.00
Local Support nontax	235,796.77	574,367.01	256,993.32	233,250.91	110,119.26	144,330.15	3,157,900.00
State, general purpose	1,903,406.60	1,890,921.17	1,049,336.35	1,169,606.79	2,058,627.33	2,051,406.05	20,090,000.00
State, special purpose	364,195.12	350,708.27	218,686.08	271,691.58	392,209.80	416,957.99	3,983,900.00
Federal, general purpose	-	-	-	-	-	-	
Federal, special purpose	104,617.89	88,366.05	168,736.63	173,661.00	112,315.66	152,738.86	1,188,700.00
Other Financing Sources	40,000.00		-	35,000.00	-	35,000.00	271,000.00
Adjustments (accruals, receivables due)		50,000.00	6,000.00	2,000.00		140,000.00	
<i>Total cash inflows</i>	2,955,819.73	5,795,270.49	2,823,814.07	2,019,782.06	2,719,325.82	2,986,723.42	37,497,500.00
<b>Cash Outflows</b>							
Regular Instruction	(1,913,123.41)	(1,995,110.03)	(1,907,503.97)	(1,907,606.41)	(1,876,848.53)	(1,821,556.51)	23,306,725.00
Special Education Instruction	(464,870.64)	(463,317.90)	(464,779.21)	(467,428.50)	(435,036.63)	(440,043.00)	5,235,414.00
Vocational Education Instruction	(76,848.15)	(78,356.17)	(73,274.29)	(75,057.11)	(70,916.98)	(69,391.66)	933,855.00
Compensatory Education Instruction	(32,581.27)	(33,841.78)	(32,044.64)	(51,307.62)	(105,478.15)	(153,154.69)	670,646.00
Other Instructional Programs	(3,407.47)	(3,569.52)	(4,608.50)	(2,394.28)	(13,574.14)	(11,169.40)	66,407.00
Support services	(693,281.70)	(731,941.06)	(720,985.19)	(481,863.48)	(765,106.63)	(553,889.61)	8,374,738.00
Adjustments (accruals, payables due)						75,000.00	
<i>Total cash outflows</i>	(3,184,112.63)	(3,306,136.46)	(3,203,195.80)	(2,985,657.41)	(3,266,961.07)	(2,974,204.87)	38,587,785.00
<b>Net change in cash balance</b>	<b>(228,292.90)</b>	<b>2,489,134.03</b>	<b>(379,381.73)</b>	<b>(965,875.35)</b>	<b>(547,635.25)</b>	<b>12,518.54</b>	<b>(1,090,285.00)</b>
<b>CLOSING CASH BALANCE</b>	<b>1,329,015.53</b>	<b>3,818,149.56</b>	<b>3,438,767.83</b>	<b>2,472,892.48</b>	<b>1,925,257.23</b>	<b>1,937,775.78</b>	
Composition of closing cash balance							
Imprest							
Cash on hand							
Cash on deposit							
Warrants outstanding							
Investments							
<i>Total closing cash balance</i>	-	-	-	-	-	-	

**SUMMARY OF FUND BALANCES**

31-Jan-14

	Jan-14 YTD Actual	2013-14 Annual Budget
<b>General Fund</b>		
Opening fund balance		
Reserved for Inventory	165,000.00	200,000.00
Restricted for Carryover	-	-
Committed to Minimum Fund Balance	1,100,000.00	1,100,000.00
Assigned to Other Purposes	1,265,000.00	1,100,000.00
Unassigned	326,741.53	300,000.00
Total opening fund balance	2,856,741.53	2,700,000.00
Revenue	15,908,696.49	37,497,500.00
Expenditure	(16,582,962.32)	(38,587,785.00)
Excess (Deficiency) of Revenues over Expenditures	(674,265.83)	(1,090,285.00)
Reserved for Inventory	165,000.00	200,000.00
Restricted for Carryover	-	-
Committed to Minimum Fund Balance	1,100,000.00	1,100,000.00
Assigned to Other Purposes	1,265,000.00	150,000.00
Unassigned	(347,524.30)	159,715.00
Total closing fund balance	2,182,475.70	1,609,715.00
<b>Capital Projects Fund</b>		
Opening fund balance	5,944,861.46	6,000,000.00
Revenue	7,736,110.54	8,575,000.00
Expenditure	(1,756,979.04)	(9,067,516.00)
Reserve of bond proceeds	10,521,962.18	4,746,345.00
Reserve of levy proceeds	1,161,470.80	482,139.00
Unreserved Fund Balance	240,559.98	279,000.00
Closing fund balance	11,923,992.96	5,507,484.00
<b>Debt Service Fund</b>		
Opening fund balance	3,608,198.52	3,570,000.00
Revenue	3,782,180.77	8,355,000.00
Expenditure		
Principal	(2,115,000.00)	(5,040,000.00)
Interest	(1,739,378.88)	(3,585,000.00)
Other	-	(5,000.00)
Closing fund balance	3,536,000.41	3,295,000.00
<b>ASB Fund</b>		
Opening fund balance	309,891.04	283,000.00
Revenue	262,154.13	643,800.00
Expenditure	(173,793.42)	(881,319.00)
Closing fund balance	398,251.75	45,481.00
<b>Transportation Vehicle Fund</b>		
Opening fund balance	416,493.32	410,000.00
Revenue		
Depreciation	-	40,000.00
Investment Earnings	744.17	1,500.00
Grant Revenue	-	-
Sale of Equipment	-	(340,000.00)
Expenditure	-	(340,000.00)
Closing fund balance	417,237.49	111,500.00

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

Fiscal Year 2013 (September 1, 2013 - August 31, 2014)

for the BAINBRIDGE ISLAND SD #303 School District for the Month of January, 2014

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>REVENUES/OTHER FIN. SOURCES</u>						
00 LOCAL TAXES	8,806,000	47,109.61	4,061,923.55		4,744,076.45	46.13
00 LOCAL SUPPORT NONTAX	3,157,900	176,548.02	1,341,099.18		1,816,800.82	42.47
00 STATE, GENERAL PURPOSE	20,090,000	1,991,646.20	8,517,598.55		11,572,401.45	42.40
00 STATE, SPECIAL PURPOSE	3,983,900	288,427.97	1,388,564.95		2,595,335.05	34.85
00 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
00 FEDERAL, SPECIAL PURPOSE	1,188,700	110,799.52	439,646.29		749,053.71	36.99
00 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
00 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
00 OTHER FINANCING SOURCES	271,000	.00	159,863.97		111,136.03	58.99
<u>Total REVENUES/OTHER FIN. SOURCES</u>	37,497,500	2,614,531.32	15,908,696.49		21,588,803.51	42.43
<u>EXPENDITURES</u>						
Regular Instruction	23,304,625	1,921,138.66	9,841,960.44	11,842,040.83	1,620,623.73	93.05
Federal Stimulus	0	.00	.00	0.00	.00	0.00
Special Ed Instruction	5,236,914	481,792.77	2,352,084.06	3,099,180.04	214,350.10	104.09
Voc. Ed Instruction	933,855	60,896.03	321,052.71	393,862.99	218,939.30	76.56
Skills Center Instruction	0	.00	.00	0.00	.00	0.00
+60 Compensatory Ed Instruct.	670,646	60,144.88	209,172.85	233,047.34	228,425.81	65.94
Other Instructional Pgms	36,907	1,247.97	18,646.25	14,110.90	4,149.85	88.76
Community Services	30,000	.00	.00	0.00	30,000.00	0.00
Support Services	8,374,838	739,155.52	3,840,046.01	4,267,008.73	267,783.26	96.80
<u>Total EXPENDITURES</u>	38,587,785	3,264,375.83	16,582,962.32	19,849,250.83	2,155,571.85	94.41
<u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>EXCESS OF REVENUES/OTHER FIN. SOURCES</u>						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	1,090,285-	649,844.51-	674,265.83-		416,019.17	38.16-
<u>TOTAL BEGINNING FUND BALANCE</u>	2,700,000		2,856,741.53			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	1,609,715		2,182,475.70			
<u>(E+F + OR - G)</u>						

ENDING FUND BALANCE ACCOUNTS:

L 810 Restricted For Other Items	0	.00
L 815 Restrict Unequalized Deduct Rev	0	.00
L 821 Restrictd for Carryover	0	.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	165,000.00
L 845 Restricted for Self-Insurance	0	.00
L 850 Restricted for Uninsured Risks	0	.00
L 870 Committed to Other Purposes	0	.00
L 872 Committd to Min Fnd Bal Policy	1,100,000	1,100,000.00
L 875 Assigned Contingencies	0	.00
L 884 Assigned to Other Cap Projects	0	.00
L 888 Assigned to Other Purposes	150,000	1,265,000.00
L 890 Unassigned Fund Balance	159,715	347,524.30-
<u>TOTAL</u>	1,609,715	2,182,475.70

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

Fiscal Year 2013 (September 1, 2013 - August 31, 2014)

For the BAINBRIDGE ISLAND SD #303 School District for the Month of January , 2014

	ANNUAL	ACTUAL	ACTUAL			
<u>REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
00 Local Taxes	1,525,000	8,147.63	710,441.38		814,558.62	46.59
00 Local Support Nontax	50,000	3,650.96	13,169.16		36,830.84	26.34
00 State, General Purpose	0	.00	.00		.00	0.00
00 State, Special Purpose	0	.00	.00		.00	0.00
00 Federal, General Purpose	0	.00	.00		.00	0.00
00 Federal, Special Purpose	0	.00	.00		.00	0.00
00 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
00 Other Agencies and Associates	0	.00	.00		.00	0.00
00 Other Financing Sources	7,000,000	7,012,500.00	7,012,500.00		12,500.00-	100.18
<u>Total REVENUES/OTHER FIN. SOURCES</u>	8,575,000	7,024,298.59	7,736,110.54		838,889.46	90.22
<u>EXPENDITURES</u>						
Sites	500,000	3,517.50	706,594.51	96,716.86	303,311.37-	160.66
Buildings	6,678,453	37,870.71	672,687.40	141,294.01	5,864,471.59	12.19
Equipment	1,618,063	112,555.01	205,333.16	93,655.29	1,319,074.55	18.48
Energy	0	.00	.00	0.00	.00	0.00
Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
Bond Issuance Expenditure	0	12,500.00	12,500.00	0.00	12,500.00-	0.00
Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	8,796,516	166,443.22	1,597,115.07	331,666.16	6,867,734.77	21.93
<u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	271,000	.00	159,863.97			
<u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	492,516-	6,857,855.37	5,979,131.50		6,471,647.50	< 1000-
<u>TOTAL BEGINNING FUND BALANCE</u>	6,000,000		5,944,861.46			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	5,507,484		11,923,992.96			
<u>(E+F + OR - G)</u>						



ENDING FUND BALANCE ACCOUNTS:

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 Restricted from Bond Proceeds	4,746,345	10,521,962.18
L 862 Committed from Levy Proceeds	482,139	1,161,470.80
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	279,000	240,559.98
L 890 Unassigned Fund Balance	0	.00

<u>TOTAL</u>	5,507,484	11,923,992.96
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30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT

Fiscal Year 2013 (September 1, 2013 - August 31, 2014)

or the BAINBRIDGE ISLAND SD #303 School District for the Month of January, 2014

	ANNUAL	ACTUAL	ACTUAL			
REVENUES/OTHER FIN. SOURCES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
00 Local Taxes	7,418,000	38,578.34	3,313,745.99		4,104,254.01	44.67
00 Local Support Nontax	12,000	525.02	3,894.17		8,105.83	32.45
00 State, General Purpose	0	.00	.00		.00	0.00
00 Federal, General Purpose	925,000	.00	463,226.91		461,773.09	50.08
00 Federal, Special Purpose	0	.00	.00		.00	0.00
00 Other Financing Sources	0	1,313.70	1,313.70		1,313.70-	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	8,355,000	40,417.06	3,782,180.77		4,572,819.23	45.27
<u>EXPENDITURES</u>						
Matured Bond Expenditures	5,040,000	.00	2,115,000.00	0.00	2,925,000.00	41.96
Interest On Bonds	3,585,000	.00	1,739,378.88	0.00	1,845,621.12	48.52
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	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	8,630,000	.00	3,854,378.88	0.00	4,775,621.12	44.66
<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) EXPENDITURES (A-B-C-D)</u>	275,000-	40,417.06	72,198.11-		202,801.89	73.75-
<u>TOTAL BEGINNING FUND BALANCE</u>	3,570,000		3,608,198.52			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	3,295,000		3,536,000.41			
<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	3,295,000		3,536,000.41			
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>	3,295,000		3,536,000.41			

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
Fiscal Year 2013 (September 1, 2013 - August 31, 2014)For the BAINBRIDGE ISLAND SD #303 School District for the Month of January, 2014

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<u>REVENUES</u>						
00 General Student Body	151,000	3,096.12	67,446.21		83,553.79	44.67
00 Athletics	96,500	7,559.50	30,655.30		65,844.70	31.77
00 Classes	23,000	580.00	580.00		22,420.00	2.52
00 Clubs	309,900	4,043.86	131,665.09		178,234.91	42.49
00 Private Moneys	63,400	10,399.60	31,807.53		31,592.47	50.17
<u>Total REVENUES</u>	643,800	25,679.08	262,154.13		381,645.87	40.72
<u>EXPENDITURES</u>						
00 General Student Body	227,200	263.44	11,834.20	83.74	215,282.06	5.25
00 Athletics	147,700	2,224.23	36,531.89	780.02	110,388.09	25.26
00 Classes	21,500	.00	2,000.00	0.00	19,500.00	9.30
00 Clubs	350,500	49,138.39	114,318.12	46,426.47	189,755.41	45.86
00 Private Moneys	134,419	697.08	9,109.21	0.00	125,309.79	6.78
<u>Total EXPENDITURES</u>	881,319	52,323.14	173,793.42	47,290.23	660,235.35	25.09
<u>EXCESS OF REVENUES</u>						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	237,519-	26,644.06-	88,360.71		325,879.71	137.20-
<u>TOTAL BEGINNING FUND BALANCE</u>	283,000		309,891.04			
<u>G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXX		.00			
<u>TOTAL ENDING FUND BALANCE</u>	45,481		398,251.75			
<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	45,481		398,251.75			
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>	45,481		398,251.75			

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

Fiscal Year 2013 (September 1, 2013 - August 31, 2014)

For the

BAINBRIDGE ISLAND SD #303

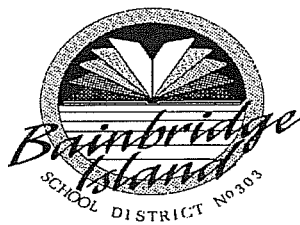
School District for the Month of

January

, 2014

REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
00 Local Taxes	0	.00	.00		.00	0.00
00 Local Nontax	1,500	172.44	744.17		755.83	49.61
00 State, General Purpose	0	.00	.00		.00	0.00
00 State, Special Purpose	40,000	.00	.00		40,000.00	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
TOTAL REV/OTHER FIN.SRCS (LESS TRANS)	41,500	172.44	744.17		40,755.83	1.79
9900 TRANSFERS IN FROM GF	0	.00	.00		.00	0.00
Total REV./OTHER FIN. SOURCES	41,500	172.44	744.17		40,755.83	1.79
EXPENDITURES						
pe 30 Equipment	340,000	.00	.00	0.00	340,000.00	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
Total EXPENDITURES	340,000	.00	.00	0.00	340,000.00	0.00
OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
OTHER FINANCING USES (GL 535)	0	.00	.00			
EXCESS OF REVENUES/OTHER FIN SOURCES OVER (UNDER) EXP/OTH FIN USES (C-D-E-F)	298,500-	172.44	744.17		299,244.17	100.25-
TOTAL BEGINNING FUND BALANCE	410,000		416,493.32			
G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)	XXXXXXXX		.00			
TOTAL ENDING FUND BALANCE (G+H + OR - I)	111,500		417,237.49			
ENDING FUND BALANCE ACCOUNTS:						
L 810 Restricted For Other Items	0		.00			
L 819 Restricted for Fund Purposes	111,500		417,237.49			
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 889 Assigned to Fund Purposes	0		.00			
L 890 Unassigned Fund Balance	0		.00			
TOTAL	111,500		417,237.49			

BOARD OF DIRECTORS  
Mike Spence  
Patty Fielding  
Tim Kinkead  
Mev Hoberg  
Sheila Jakubik



SUPERINTENDENT  
Faith A. Chapel

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

Board of Directors Meeting  
February 27, 2014

## CONSENT AGENDA

**1. Student Field Trip: Overnight/Out-of-State**

Request for Board approval from Bainbridge High School Instrumental Music Teacher Chris Thomas for the Band Program students to participate in the Bob Ponto Clinic and perform at the University of Oregon May 24-26, 2014.

**2. Student Field Trip: Overnight/Out-of-State**

Request for Board approval from Bainbridge High School Physics Teacher Enrique Chee and students in the Robotics Club to participate in the National First Robotics Completion scheduled as follows: March 6-7, 2014 – Snohomish, March 20-21, 2014 – Shoreline, (pending qualification) April 10-11, 2014 – Portland, Oregon.

**3. Donation**

Donation to Ordway Elementary School in the amount of \$4,120.00 from the Ordway PTO to support the fieldtrip scholarship.

**4. Minutes from the January 30, 2014 School Board Meeting**

**5. Minutes from the February 13, 2014 School Board Meeting**

**6. Vouchers**

➤ General Fund Voucher	\$ 217,946.75
➤ Associated Student Body Fund Voucher	\$ 8,725.88
➤ Capital Projects Fund Voucher	\$ 26,415.55
➤ AP ACH Fund Voucher	\$ 8,228.49

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SCHOOL BOARD OF DIRECTORS

**BAINBRIDGE HIGH SCHOOL**

February 12, 2014

To: School Board

From: Jake Haley



RE: **Approval of Overnight/Out of State Student Activity – BHS Instrumental Music Program**

The attached Educational Field Trip request from Chris Thomas, BHS Instrumental Music Teacher, provides details regarding a request for approval of an overnight/out of state student travel opportunity.

Attendance at the Bob Ponto Clinic and opportunity to perform at the University of Oregon at an outdoor Memorial Concert in Eugene, OR on May 24, 25 & 26, 2014 is an exciting educational opportunity for our music students.

All costs associated with this experience will be paid by the individual students or the Band Boosters organization. I recommend approval of this travel request.

Bainbridge Island School District #303  
8489 Madison Avenue NE  
Bainbridge Island WA 98110-2999

## Proposed Educational Field Trip

Teacher Chris Thomas School Bainbridge HS  
Class Involved All Bands - optional trip  
Number of Students 50? Number of Chaperones 5-8  
Destination Portland / Eugene  
Date of Trip (Proposed) May 24-26, 2014  
Time of Departure from School ..... N/A Saturday morning ~ 7 AM  
Time of Return to School ..... N/A Monday evening (Holiday) 7 PM  
Purpose of Field Trip (Curriculum area/objectives) community building, clinic w/ Bob Ponto, special performance, tour the University of Oregon, see a VAO Baseball game, etc...

☐ Regular Program ☐ ASB ☒ Other (Best, private, grant, etc.) Bowl Booker / Student Fee

### Policy 2320 - FIELD TRIPS AND OUT-OF-STATE TRAVEL:

"The district recognizes that valuable learning can take place outside the regular classroom and it encourages the use of field trips and other outside activities appropriate to the established curriculum and within the fiscal limits of the school..."

**All overnight and out-of-state field trips must be approved in advance by the school board..."**

### Transportation needs

Bus required? ☐ Yes ☒ No  
Involves watercraft? ☐ Yes ☒ No  
Other vehicle required? ☐ Yes ☒ No  
Substitute required? ☐ Yes ☒ No  
Special Instructions (e.g., need bus to ferry only, etc.) \_\_\_\_\_

Date 2-4-14 Teacher Chris Thomas

Estimated Cost \_\_\_\_\_ Actual Cost \_\_\_\_\_

Approved By [Signature] Principal

Submit request to principal seven days in advance of trip.

**(Overnight/out-of-state requests must be submitted 30 days in advance of trip)**

**BAINBRIDGE HIGH SCHOOL**

February 24, 2014

To: School Board

From: Jake Haley

**RE: Approval of Overnight/Out of State Student Activity – BISD FIRST Robotics**

The attached Educational Field Trip request from Enrique Chee, BHS Physics teacher and FIRST Robotics coach, provides details regarding a request for approval of an overnight/out of state student travel opportunity.

BISD is participating in the National FIRST Robotics competition, requiring two overnight trips and a potential third trip if the team qualifies for regionals. Attendance at the FIRST Robotics competition is a great opportunity for EHHS and BHS students. The FIRST Robotics Team is requesting overnight trips for the following dates and locations:

- March 6<sup>th</sup> & March 7<sup>th</sup>: Overnight in Snohomish, WA for participation in the FIRST Competition at Glacier Peak HS.
- March 20<sup>th</sup> & March 21<sup>st</sup>: Overnight in Shoreline, WA for participation in the FIRST Competition at Shorewood HS.
- Pending qualification, April 10<sup>th</sup> & April 11<sup>th</sup>: Overnight in Portland, OR for participation in FIRST Regional competition.

All costs associated with this experience will be paid by the individual students or donated funds. I recommend approval of this travel request.



Bainbridge Island School District #303  
8489 Madison Avenue NE  
Bainbridge Island WA 98110-2999

## Proposed Educational Field Trip

Teacher ENRIQUE Chel School BHS

Class Involved FIRST Robotics team

Number of Students 25-30 Number of Chaperones 4-5

Destination GLACIER PEAK H.S.

Date of Trip (Proposed) 3/6 and 3/7

Time of Departure from School ..... 1:00 pm

Time of Return to School ..... 10:00 pm Sat. 3/8

Purpose of Field Trip (Curriculum area/objectives) \_\_\_\_\_

Compete in robotics event / STEM

? ☐ Regular Program ☐ ASB ☒ Other (Best, private, grant, etc.) Private + BGP

### Policy 2320 - FIELD TRIPS AND OUT-OF-STATE TRAVEL:

"The district recognizes that valuable learning can take place outside the regular classroom and it encourages the use of field trips and other outside activities appropriate to the established curriculum and within the fiscal limits of the school..."

**All overnight and out-of-state field trips must be approved in advance by the school board..."**

#### Transportation needs

Bus required? ☐ Yes ☒ No

Involves watercraft? ☐ Yes ☐ No

Other vehicle required? ☒ Yes ☐ No

Substitute required? ☒ Yes ☐ No

Special Instructions (e.g., need bus to ferry only, etc.) \_\_\_\_\_

Date 2/24/2014 Teacher ENRIQUE Chel

Estimated Cost \$1000 (hotel + ferry + \_\_\_\_\_) Actual Cost \_\_\_\_\_  
Principal \_\_\_\_\_

Approved By [Signature] Principal \_\_\_\_\_

Submit request to principal seven days in advance of trip.

**(Overnight/out-of-state requests must be submitted 30 days in advance of trip)**



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 giving of gifts in excess of \$1000.

These gifts must satisfy the following criteria:

1. the purpose of use shall be consistent with 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.

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 Ordway PTO  
Address 8555 Madison Ave  
B.I., WA 9810  
Phone \_\_\_\_\_

Donation Amount or Value of Donated Items: \$ 4120.~ check

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

Fieldtrip scholarship Donation

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

OK

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.

received w/invoice payment (separate)  
Signature of Donor \_\_\_\_\_

Date 2/14/14

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

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

**Date:** January 30, 2014

**Place:** Board Room – Commodore Campus

**Board of Directors Present**

Mike Spence, Patty Fielding, Mev Hoberg, Sheila Jakubik

**Excused**

Tim Kinkead

**Call to Order**

5:37 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 Governor Jay Inslee proclaimed January as School Board Recognition Month, which provides the opportunity to thank board members for the hundreds of hours they work to support the Bainbridge Island School District. Board members were given a small token of appreciation from the district and Ms. Chapel read a portion of Governor Inslee's Proclamation.

Ms. Chapel introduced Kathy Ellison, the librarian at Sonoji Sakai Intermediate School for the past seven years. Ms. Ellison was one of ten winners of the Carnegie Corporation of New York/New York Times *I Love My Librarian* Award. The award ceremony and reception took place in December in New York City, hosted by The New York Times. Each winner also received a \$5,000 award. Ellison was nominated for the award by Ailene Isaf, a paraeducator at Sakai. In the nomination Ms. Isaf noted the library was the *hub and the heart of the school, and Ms. Ellison was the heart, the head, and the hands of that library.*

Ms. Chapel announced the district had received a state grant in the amount of \$39,000 to support the district's work related to the Teacher/Principal Evaluation System. The application for the grant was written by Assistant Superintendent Dr. Peter Bang-Knudsen and Teacher On Special Assignment Amii Pratt.

**Board Reports**

Patty Fielding reported attending a recent meeting of the Multicultural Advisory Committee, and commented there was incredible value in board members participating in these types of meetings. The meetings are a good way to understand "the pulse" of the various committees working throughout the district.

Mike Spence noted a meeting with a member of the State Board of Education at which the new requirement of additional instructional hours for the 2014/2015 school year was discussed. It was noted that legislators have been asked to consider more time for thoughtful preparation and planning for the new requirement. It was also noted the funding provided by the state to support the new requirement was insufficient.

**Presentations**

***A. New Course Proposals – Secondary Schools***

Associate Superintendent Julie Goldsmith opened the presentation by noting most new course recommendations are sent through the Program Review Process. This year, secondary principals worked with the Curriculum Department to develop a process for vetting new courses that are being created outside of an established program review. The process was developed using the guidelines established by the Elementary Program and Innovations Committee last year. The key elements include: 1) Identify the needs of the course (student interest, new requirements, teacher interest); 2) Use the new course rubric as a guide for developing the course proposal; 3) Work with the subject department chair and principal to determine the long and short term impacts of the proposed course on other course or schools in the district; 4) If the program has a large-scale impact, a plan needs to be developed and implemented with the district curriculum department to ensure articulation K-12 and resolve any potential negative impacts on the

other schools/programs; 5) Complete the new course proposal form, with a recommendation for approval signed by the department chair, site council, and principal prior to being submitted to the curriculum department. It was noted the new course approval rubric will be used to evaluate each course proposal prior to a final recommendation being presented to the Board of Directors.

Following Ms. Goldsmith's opening presentation, Woodward Middle School Principal Mike Florian, Bainbridge High School Principal Jake Haley, and Eagle Harbor High School Principal Dave Shockley provided an overview of the new courses being recommended for board approval. The courses presented include: Woodward Middle – a) *Achieve* expanded to grades 7-9 (Diversified Arts); b) *STEM Video Production* for grades 7-8 (Career and Technical Education); c) *STEM Computer Technology* for grades 7-8 (Career and Technical Education); d) *STEM Pre-Engineering* for grades 7-8 (Career and Technical Education). Bainbridge High/Eagle Harbor High – a) *AP Economics* (1 Semester Micro/1 Semester Macro) for grades 11-12 (Career and Technical Education); b) *Athletic Medicine Level II* for grades 11-12 (Career and Technical Education); c) *Material Composite Design* for grades 11-12 (Career and Technical Education); d) *Exploring Computer Science* (pilot) for grades 9-12 (Career and Technical Education). Following brief board discussion, board approval of the new courses was recommended for inclusion in the 2014/15 school year.

**Motion 50-13-14:**

That the Board approves the new course proposals for secondary schools as presented. (Hoberg) The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

**B. Update – Volunteer Policy/Procedures Revision**

Assistant Superintendent Dr. Peter Bang Knudsen provided an informational update regarding the revision of the policy, procedures and handbook related to volunteers. Work related to the revisions has included the following: a) Consultation with the district's insurance carrier regarding best practices in volunteer practices; b) Review of policy/procedures recommended by the Washington State School Directors' Association; c) Review of reports and community feedback from fall 2013; d) Review of other district policies and practices; and e) Conduct a meeting with the Volunteer Committee comprised of PTOCC and staff representatives.

Changes in Policy 5430 were highlighted as follows: a) In working with volunteers, district staff shall clearly explain the volunteer's responsibilities regarding the particular activity for which the volunteer is assisting. On field trips, both students and volunteers are to be informed of the rules and expectations of student behavior, and the means by which they are to be held accountable to those rules and expectations. b) When working directly with students or when coming in contact with student records, all volunteers must maintain strict confidentiality regarding the release of information regarding any student. c) The superintendent or designee shall be responsible for developing and implanting procedures for the utilization of volunteers that will include, but not be limited to appropriate screening, assignment, training, and supervision of volunteers, as well as limiting volunteer participation when necessary. The updated procedure has been revised to include clear expectations for district staff, building staff, and the volunteers themselves. The volunteer handbook has been revised to include the following: a) Alignment with policy/procedures; b) Volunteers will be required to review and sign the volunteer agreement (contained in the handbook); c) Handbook reflects the "do's" and "don'ts" from the revised procedure; d) All forms for signature and review will be available in "hard copy" and on the district's website, with all forms submitted and background checks completed prior to beginning volunteer service; e) Volunteers will be required to complete paperwork and background checks every two years.

Following a review of the revisions to the policy, procedures and handbook, board members engaged in discussion regarding elements of the revisions including the renewal of paperwork and background checks every two years, guidance regarding the process for submitting concerns regarding volunteers, and understanding the use of the information regarding skills and training of volunteers. It was noted that a first reading of the revised Policy/Procedure 5430 – Volunteers would be presented to the board at the February 13, 2014 meeting.

**C. Resolution 05-13-14: Waiver of 180-Day Calendar**

Associate Superintendent Julie Goldsmith presented background information related to Resolution 05-13-14: Waiver of the 180-Day Calendar. It was explained that a waiver by the State Board of Education from the requirement of schools having 180 days of attendance must be accompanied by a resolution adopted and signed by the Board of Directors. For the past several years, district schools have utilized full-day parent/guardian/teacher conference schedules. Approval of the resolution will allow district staff to use full days for parent/guardian/teacher conferences.

**Motion 51-13-14:**

That the Board approves Resolution 05-13-14: Waiver of 180-Day Calendar. (Hoberg) The affirmative vote was unanimous. (Hoberg, Spence, Fielding, Jakubik)

*D. Instructional Materials Committee Report & Recommendations*

Associate Superintendent Julie Goldsmith present the Instructional Materials Committee report and recommendation from the committee's December 17, 2013 meeting. The instructional material recommended for board approval was as follows:

Title/Author or Publisher

Grade Level/Course

*Kelso's Choice* by Clark & Hipp

Grades K-2/Counseling for Conflict/Resolution

**Motion 52-13-14:**

That the Board approves *Kelso's Choice* by Clark & Hipp. (Jakubik) The affirmative vote was unanimous. (Jakubik, Hoberg, Fielding, Spence)

*E. Policy/Procedure 3122 – Excused and Unexcused Absences (Second Reading)*

Associated Superintendent Julie Goldsmith presented revised Policy 3122: Excused and Unexcused Absences for a second reading. It was noted that the Washington Legislature amended RCW 28A.225.030 and 28A.225.035 to change the mandatory truancy petition filing provision to apply only to students under seventeen years of age. The updated Policy 3122 reflects this change.

**Motion 53-13-14:**

That the Board approves the second reading of Policy 3122 – Excused and Unexcused Absences. (Fielding) The affirmative vote was unanimous. (Fielding, Hoberg, Jakubik, Spence)

*F. Monthly Technology & Levy Report*

Superintendent Faith Chapel presented the monthly report on Director of Instructional Technology & Assessment Randi Ivancich's behalf. The report delineated some of the professional development opportunities for certificated staff during January and early February. In addition, information regarding NWEA MAP testing for the winter test period of February 3 – 27 was included in the report.

*G. Monthly Financial Report*

Director of Business Services Peggy Paige reported a recent notification from D.A. Davidson & Co. representative Dave Trageser that rates were such there was an opportunity to refund the remaining 2006 Bond that would potentially save tax payers over \$400K. Ms. Paige provided board members with a preliminary schedule of events related to the refunding (refinancing) process. Over the past several years, and thanks to Mr. Trageser's guidance, the amount of savings to tax payers is \$2.7 million dollars.

Ms. Paige provided the monthly financial reports through December 31, 2013, and focused on a summary of the fund balances in the General Fund. Total General Fund revenues through December were 3.4% more than for the same period last year and at the average. Local nontax revenues were below the three year average, but it was explained that a donation from the Bainbridge Schools Foundation was received earlier in a prior year so the expected percentage was inflated. Expenditures through December were 9.6% higher than for the same period last year. Total expense for Basic Education increased 11% over last year and while some of this increase is due to salary adjustments restoration of previous year reductions) and payment of extra professional development days at the beginning of the school year, the district is spending at a pace that suggests it will exceed budget estimates. A review of the actual FTE and staffing costs to budget estimates will be conducted after January payroll is posted. Total Special Education costs were up 8.5% compared to last year. This area is also impacted by salary restoration and payment for extra days, and a review of budgeted FTE to actual FTE will also be conducted in this area. There was a brief discussion regarding the continued increase costs in the area of special education, and Executive Director Bill Mosiman noted he would conduct a review of costs in this area with a focus on historical trend that may assist with budget planning. At the conclusion of the report, Ms. Paige noted the net cash outflow was \$727,175, with the closing cash balance in the General Fund being \$2,710,550.

*H. Monthly Capital Projects Report*

Director of Facilities and Capital Projects Tamela Van Winkle reported on capital and facilities activities through December, and provided a summary of the Capital Projects Budget. Ms. Van Winkle noted, with a few minor projects left at Wilkes, the Capital Projects Department was re-directing their efforts toward essential renovations. One project will be the standardization of assisted listening systems, with Instructional Support Services and Capital Projects jointly planning to identify needs and analyze products. It was noted these listening systems would be installed in classrooms district wide. Other projects highlighted during the report were as follows: *Commodore* – The Commodore Administration Modernization Project opened to staff on January 4, 2014. Construction began the day after school was released for Winter Break. Electricians, carpenters, drywall installers, painters, and furniture installers of both existing and new pieces worked effectively and efficiently to ensure that the project was completed before staff returned. District employees from Technology, Facilities Maintenance, and Capital Projects worked collaboratively over the break. Additional work to complete the project included finishing and hanging new doors that enclose the copy/work room, modification of an existing base cabinet for paper storage, and an extension of new entry transaction counter to cover unfinished infrastructure. *Woodward* – Substantial Completion of the Athletic Fields Renovation has been achieved. The track with rubberized surfacing and striping has been completed and the grass sod and hydro seeding are rooting. *Ordway* – Improvements to the Ordway music room are in progress, with a protective cover installed over old acoustic insulation. Additional recommendations are under consideration to address improved acoustical performance.

#### *I. Woodward Middle School Field Project – Substantial Completion*

Director Tamela Van Winkle presented a letter of Substantial Completion for the Woodward Athletic Field Renovation Project. The letter states the work performed under the contract has been reviewed and found to be substantially complete as of January 16, 2014. This action establishes the date for commencement of all warranties associated with the Woodward Athletic Field Renovation Project.

##### **Motion 54-13-14:**

That the Board approves the Woodward Athletic Field Renovation Project – Substantial Completion. (Fielding) The affirmative vote was unanimous. (Fielding, Hoberg, Jakubik, Spence)

#### **Personnel Actions**

##### **Motion 55-13-14:**

That the Board approves the Personnel Actions dated January 22, 2014 and January 30, 2014 as presented. (Hoberg) The affirmative vote was unanimous. (Hoberg, Jakubik, Fielding, Spence)

#### **Consent Agenda - Revised**

##### **Board Committee Assignments**

1. Board committee assignments for 2013/2014 have been determined as follows: *Capital Facilities* – Spence & Hoberg; *Finance* – Kinkead & Jakubik; *District Budget Advisory* – Kinkead & Jakubik; *Curriculum and Instruction* – Hoberg & Fielding; *Communications* – Hoberg & Spence.

##### **Donations**

1. Donation to Bainbridge High School in the amount of \$2,015.67 from the Bainbridge Booster Club – Cheer Boosters to support the cost of cheer uniforms.
2. Donation to Wilkes Elementary School in the amount of \$1,214.96 from Wilkes PTO to support the purchase of Kindergarten blocks and carts. In addition, 2 sets of wooden blocks and 2 storage carts for the blocks were donated.
3. Donation to Wilkes Elementary School in the amount of \$2,441.27 from Wilkes PTO to support after school programs, robotics, Lego robotics, and computer programs.
4. Donation to Blakely Elementary School in the amount of \$12,006.79 from Blakely PTO to support purchases of books, classroom supplies, math materials.

##### **Student Field Trips: Overnight**

1. Request for Board approval from Wilkes Elementary School 4<sup>th</sup> Grade teachers for Wilkes 4<sup>th</sup> grade students to participate in Outdoor School May 27 – 29, 2014 at Islandwood.

#### **PAYROLL January 2014 Warrant Numbers:**

(Payroll Warrants) 1001700 through 1001728

(Payroll AP Warrants) 172334 through 172364  
Total: \$2,802,650.21

Minutes from the December 19, 2013 Special School Board Meeting

Minutes from the January 9, 2014 School Board Meeting

**Motion 56-13-14:**

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 2009528 through 2009610 totaling \$ 222,653.02.

(Capital Projects Fund Voucher)

Voucher numbers 4791 through 4794 totaling \$ 67,396.74 .

(Associated Student Body Fund Voucher)

Voucher numbers 4001090 through 4001105 totaling \$ 52,869.62 .

(AP ACH Fund Voucher)

Voucher numbers 131400105 through 131400135 totaling \$ 4,070.15 .

(Trust/Agency AP Fund Voucher)

Voucher numbers 11 through 11 totaling \$ 399.60 .

**Adjournment**

7:38 p.m. – Board President Mike Spence adjourned the meeting.

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\_\_\_\_\_  
SCHOOL BOARD OF DIRECTORS

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

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

**Date:** February 13, 2014

**Place:** Board Room – Commodore Campus

**Board of Directors Present**

Mike Spence, Mev Hoberg, Patty Fielding, Tim Kinkead, Sheila Jakubik

**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 recognized Ordway 3<sup>rd</sup> Grade Teachers Boo Schneider and Alice Mendoza for the work they have done to support the *Kids Can Make a Difference* calendars. The calendars were initially the brainchild of 3<sup>rd</sup> grade student Andy Kelly in Alice Mendoza's classroom 21 years ago. This year, Boo Schneider, on behalf of her 3<sup>rd</sup> grade class, accepted the Young Philanthropists Award at the 25<sup>th</sup> Anniversary National Philanthropy Award ceremony held November 14, 2013 in Seattle. The calendar sales have created water systems, built preschools and libraries, and provided books and electricity on the sister-island of Ometepe.

Ms. Chapel reported on the Spartronics Open House held Wednesday evening at Bainbridge High School with over 250 guests attending. Students demonstrated some of the activities involved with the robotics club.

**Board Reports**

No board reports.

**Presentations**

*A. Educational Programs & Operations/Technology Levies Update*

Superintendent Faith Chapel provided the preliminary results of the February 11<sup>th</sup> election for the two school district measures placed on the ballot: the renewal Educational Program and Operations Levy, and the renewal School Technology Levy. The latest results indicated the approval rate was 76.1% for the Educational Program and Operations Levy, and 72.2% for the School Technology Levy. This high approval rate reflects the community's commitment to education and the value they place on excellent schools. School staff have expressed their gratitude to the community for supporting the levies.

*B. Policy/Procedure 5430: Volunteers (First Reading)*

Assistant Superintendent Dr. Peter Bang-Knudsen presented Policy/Procedure 5430 – Volunteers for a first reading. It was noted, following presentation of the draft policy and procedure to the board at the January 30<sup>th</sup> meeting, a few modifications were made to the procedure. District staff also continues work with the PTOCC and schools to update the Volunteer Handbook. The new policy, procedure, Volunteer Handbook, associated training, and approval process will be in place for the beginning of the 2014/15 school year. Following a brief discussion, board members offered edit suggestions regarding the procedure.

**Motion 57-13-14:**

That the Board approves the first reading of Policy 5430 – Volunteers.  
(Hoberg) The affirmative vote was unanimous.

*C. Budget Development Timeline*

Superintendent Faith Chapel and Director of Business Services Peggy Paige provided the 2014/15 Budget Development Timeline for Board review. It was noted each year a projected timeline is presented and includes the dates of District Budget Advisory Committee meetings, presentations to the board of various budget planning elements such as staffing, and the presentations of the preliminary and final fiscal budgets. The budget development



timeline is also dependent on the outcomes of the current state legislative session, which is scheduled to end March 14, 2014.

#### *D. Teacher/Principal Evaluation Update*

Assistant Superintendent Dr. Peter Bang-Knudsen and TOSA/Intern Amii Pratt provided the board with an update of the implementation of the new teacher evaluation system in the district. To begin the presentation, Dr. Bang-Knudsen reviewed the state mandates (SB 6696 and 5895) that required changes in the teacher evaluation model, as well as the District Improvement Plan which includes the priority of high quality instruction and instructional leadership. A “before” and “after” snapshot of the evaluation systems was also provided. There have been changes to the evaluation components including the evaluation criteria, length of provisional status, and the implementation of the Danielson Framework for Teacher. This year, multiple training sessions on the new evaluation system have been conducted, with feedback on the trainings and effects of the evaluation process on teaching and learning being positive.

Ms. Pratt explained the elements of the Danielson Framework for Teaching including the four Domains – 1) Planning and Preparation; 2) The Classroom Environment; 3) Instruction; 4) Professional Responsibilities, and how the framework provides a common language to facilitate deeper conversations between principals and teachers regarding teaching and learning. Ms. Pratt spoke about the shift in key terms, with the definition of those key terms as follows: *Student Achievement*: The status of subject matter knowledge, skills, understanding or performance at a given point in time. *Student Growth (Learning)*: The change in student achievement between two points in time. So it is *student growth*, not *student achievement*, which is relevant in demonstrating the impacts teacher (and principals) have on students. How student growth is incorporated into the evaluation system was also explained. Blakely Elementary Principal Reese Ande and 3<sup>rd</sup> Grade Teacher Lisa McCassey joined the presentation to provide testimonial regarding the differences between the old evaluation system and the new system.

Dr. Bang-Knudsen continued the presentation by reviewing the teacher/principal training that has taken place to date. Teachers (120) have participated in 15-20 hours of release and after school trainings in the Danielson Framework, evaluation cycle, student growth, and professional growth. Principals participated in 40 hours of the inter-active software Teachscape program and 10-15 hours of additional training throughout the year. General feedback from the training sessions has been positive. Considerations for next year include training another group of teachers (reaching the goal of 100% participation), training teachers new to the system, providing ongoing support for existing teachers and principals, and providing differentiated levels of professional development based on evaluation feedback.

#### *E. Transportation Grant*

Director of Personnel and Transportation Cami Dombkowski provided information regarding the district receiving a Washington State Department of Ecology (WSDE) School Bus Replacement Grant. Ms. Dombkowski submitted a grant request to WSDE for twenty (20) fuel-operated heaters and two replacement buses. The intent was to use the fuel-operated heaters to decrease the idling time of buses, and to apply two of the \$20,000 allotments to assist with the purchase of two replacement buses. While the district did not receive a grant for the fuel-operated heaters, it did receive a \$90,000 grant to assist with the replacement of three buses. The district will purchase two new buses by the end of this school year, and one additional bus during the 2014-15 school year.

#### *F. Legislative Update*

Superintendent Faith Chapel provided legislative updates from the Washington State School Directors’ Association, and *This Week in Olympia* (TWIO) published by the Washington Association of School Administrators. It was noted the state legislature has been in session for 4 weeks and is scheduled to conclude its work on March 13<sup>th</sup>. Many issues related to education remain topics of discussion, especially the new requirement to increase instructional hours for secondary student from 1,000 to 1,080 hours beginning this fall.

#### **Personnel Actions**

##### **Motion 58-13-14:**

That the Board approves the Personnel Actions dated February 13, 2014 as presented. (Kinhead) The affirmative vote was unanimous.

## Consent Agenda

### 2014 Washington State School Directors' Association Annual Dues

1. 2014 Membership dues and subscription services for Washington State School Directors' Association in the amount of \$9,121.18 (WSSDA corrected invoice #46213) in accordance with Chapter 28A.345 RCW.

### Staff Travel: Out-of-State

1. Request for Board approval from Associate Superintendent Julie Goldsmith and Wilkes Elementary School Principal Sheryl Belt to participate in a school site visit in Glastonbury, Connecticut February 23-26, 2014 to observe and gather information on elementary foreign language programs.
2. Request for Board approval from Bainbridge High School Digital Photography/CTE teacher Janet Neuhauser to attend the National Society for Photographic Education Annual Conference March 6 – 9, 2014 in Baltimore, Maryland.

### Approval to Transport Bainbridge Island Youth Orchestra

1. Request for Board approval from Personnel and Transportation Director Cami Dombkowski for the school district to provide transportation services to the Bainbridge Island Youth Orchestra Chamber Sinfonietta (BIYO) for concerts at district elementary schools and Hyla Middle School on March 7, 2014.

### Donations

1. Donation to Sakai Intermediate and Woodward Middle Schools in the amount of \$4,000.00 (Woodward) and \$3,000.00 (Sakai) from Windermere Real Estate to fund before/after school tutoring programs, and the Read Naturally and Math Club.
2. Donation to Odyssey Multiage Program in the amount \$1,000.00 from John Flanagan to support the program.

**Motion 59-13-14:** That the Board approves the revised Consent Agenda as presented.  
(Fielding) The affirmative vote was unanimous.

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 2009612 through 2009699 totaling \$ 158,382.84.

#### (AP ACH Fund Voucher)

Voucher numbers 131400136 through 131400138 totaling \$ 1,246.72 .

#### (Capital Projects Fund Voucher)

Voucher numbers 4795 through 4802 totaling \$ 74,345.38 .

#### (AP ACH Fund Voucher)

Voucher numbers 131400139 through 131400139 totaling \$ 1.62 .

## Adjournment

7:21 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

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 February 27, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$217,946.75. The payments are further identified n this document.

total by Payment Type for Cash Account, GF A/P Warrants:  
arrant Numbers 2009700 through 2009775, totaling \$217,946.75

ecretary _____	Board Member _____
oard Member _____	Board Member _____
oard Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
2009700	ACE HARDWARE	02/28/2014	515.40
2009701	ADMIN REVOLVING FUND	02/28/2014	493.63
2009702	AED BRANDS	02/28/2014	179.00
2009703	APP ASSOCIATED PETROLEUM PROD	02/28/2014	10,026.03
2009704	APPLE COMPUTER INC	02/28/2014	325.01
2009705	ARAMARK UNIFORM SERVICES	02/28/2014	84.72
2009706	BAINBRIDGE DISPOSAL INC	02/28/2014	21.47
2009707	BAINBRIDGE RENTALS	02/28/2014	919.50
2009708	BAINBRIDGE COMMUNITY DEVELOPME	02/28/2014	750.00
2009709	BAY HAY & FEED INC	02/28/2014	43.43
2009710	BLICK ART MATERIALS	02/28/2014	109.00
2009711	BOC PROGRAM-NEEC	02/28/2014	3,250.00
2009712	BRYSON SALES & SERVICES OF WAS	02/28/2014	96.82
2009713	BUILDERS HARDWARE & SUPPLY	02/28/2014	248.33
2009714	CASCADIA INTERNATIONAL LLC	02/28/2014	1,278.61
2009715	CENTURYLINK	02/28/2014	283.47
2009716	CEREBELLUM CORP	02/28/2014	319.98

Check Nbr	Vendor Name	Check Date	Check Amount
2009717	CHCS COMPREHENSIVE HOME & COMP	02/28/2014	495.00
2009718	CHILDRENS INSTITUTE FOR LEARNI	02/28/2014	20,298.00
2009719	COLEHOUR + COHEN INC	02/28/2014	1,710.95
2009720	EAGLE HARBOR BOOK CO	02/28/2014	156.53
2009721	EDENSAW WOODS LTD	02/28/2014	248.11
2009722	ELLISON DIE CUTTERS	02/28/2014	131.53
2009723	ESD 113	02/28/2014	400.00
2009724	EXTERMINATION SERVICES	02/28/2014	85.87
2009725	FERRELLGAS	02/28/2014	33,654.93
2009726	FOOD SERVICES OF AMERICA	02/28/2014	5,612.10
2009727	GBC GENERAL BINDING CORP	02/28/2014	277.36
2009728	GE CAPITAL	02/28/2014	140.22
2009729	GOOD TIME ATTRACTONS	02/28/2014	102.60
2009730	GRAINGER	02/28/2014	1,215.99
2009731	HOLLY RIDGE CENTER	02/28/2014	2,401.08
2009732	IBM CORPORATION	02/28/2014	342.41
2009733	INTERSTATE BATTERIES OF SEATTL	02/28/2014	120.71
2009734	ISLAND UTILITY	02/28/2014	424.96
2009735	KAY HIBLER	02/28/2014	932.40
2009736	KCDA	02/28/2014	3,586.49
2009737	KITSAP CONSERVATION DISTRICT	02/28/2014	554.37
2009738	KITSAP SUN - ADVERTISING REMIT	02/28/2014	58.25
2009739	LEGO EDUCATION	02/28/2014	2,607.17
2009740	Lindquist, Anne Howard	02/28/2014	100.00
2009741	MAYDA & SONS MECHANICAL	02/28/2014	710.86

Check Nbr	Vendor Name	Check Date	Check Amount
2009742	Michaels, Preston R	02/28/2014	212.77
2009743	MONOPRICE INC	02/28/2014	428.40
2009744	NW WEATHERNET INC	02/28/2014	180.00
2009745	OFFICE DEPOT	02/28/2014	58.82
2009746	OLYMPIC SPRINGS INC	02/28/2014	227.34
2009747	OLYMPIC PRINTER RESOURCES INC	02/28/2014	206.34
2009748	PANDA LAB INC	02/28/2014	18.62
2009749	PENINSULA BASKETBALL OFFICIALS	02/28/2014	1,363.83
2009750	PENINSULA PAINT CO INC	02/28/2014	3.68
2009751	PERMA BOUND	02/28/2014	512.84
2009752	PIONEER MANUFACTURING	02/28/2014	2,177.90
2009753	PLATT ELECTRIC	02/28/2014	1,093.85
2009754	PROBUILD COMPANY LLC	02/28/2014	434.84
2009755	PSAT/NMSQT	02/28/2014	5,635.00
2009756	PUGET SOUND ENERGY	02/28/2014	64,861.99
2009757	QUILL	02/28/2014	468.53
2009758	RICOH USA PROGRAM PROVIDED BY	02/28/2014	117.04
2009759	Sperrazza, Mark	02/28/2014	81.76
2009760	ST OF WA DEPT OF LICENSING	02/28/2014	13.00
2009761	TED BROWN MUSIC CO	02/28/2014	187.79
2009762	THE GREAT COURSES	02/28/2014	99.95
2009763	THE OLD BOAR LLC	02/28/2014	420.00
2009764	UNITED LABS INC	02/28/2014	3,228.39
2009765	US BANCORP	02/28/2014	3,317.81
2009766	US BANK CORP PAYMENT SYSTEM	02/28/2014	17,358.33

check Nbr	Vendor Name	Check Date	Check Amount
2009767	VANDEBERG JOHNSON & GANDARA,LL	02/28/2014	1,027.25
2009768	WALTER E NELSON CO	02/28/2014	3,978.16
2009769	WARDS NATURAL SCI ESTAB INC	02/28/2014	190.00
2009770	WASH SCHOOL COUNSELOR ASSOC	02/28/2014	215.00
2009771	WESTBAY AUTO PARTS	02/28/2014	947.37
2009772	WOODWORKERS SUPPLY INC	02/28/2014	33.61
2009773	WSDOT MARINE DIVISION/FERRIES	02/28/2014	3,468.40
2009774	WSSDA Wash State School Direct	02/28/2014	9,121.18
2009775	XEROX CORP	02/28/2014	944.67
76	Computer	Check(s) For a Total of	217,946.75

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
76	Computer	Checks For a Total of	217,946.75
Total For 76 Manual, Wire Tran, ACH & Computer Checks			217,946.75
0	Voided	Checks For a Total of	0.00
Net Amount			217,946.75

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

Fund	Description	Balance Sheet	Revenue	Expense	Total
0	General Fund	-524.81	396.25	218,075.31	217,946.75



The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 27, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$8,725.88. The payments are further identified in this document.

Total by Payment Type for Cash Account, ASB A/P Warrants:  
Warrant Numbers 4001106 through 4001123, totaling \$8,725.88

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

Check Nbr	Vendor Name	Check Date	Check Amount
4001106	ACE HARDWARE	02/28/2014	170.58
4001107	AMERICAN MATH COMPETITION	02/28/2014	218.00
4001108	Another Level	02/28/2014	2,648.71
4001109	BAINBRIDGE ISLAND SD #303	02/28/2014	44.85
4001110	BAINBRIDGE HIGH SCHOOL ASB	02/28/2014	617.61
4001111	FEDERAL WAY HIGH SCHOOL DEBATE	02/28/2014	102.00
4001112	KCDA	02/28/2014	233.40
4001113	KIMMEL ATHLETIC SUPPLY	02/28/2014	306.54
4001114	NAVIANCE	02/28/2014	1,614.00
4001115	NORTH MASON HIGH SCHOOL	02/28/2014	36.00
4001116	PENINSULA REGION FBLA	02/28/2014	1,250.00
4001117	PNTA PACIFIC NW THEATER ASSOC	02/28/2014	187.49
4001118	RITE AID DRUG STORE	02/28/2014	40.00
4001119	SEABECK CONFERENCE CENTER	02/28/2014	475.00
4001120	SOUND PUBLISHING	02/28/2014	347.44
4001121	SOUND REPROGRAPHICS INC	02/28/2014	74.26
4001122	UNIVERSITY OF PUGET SOUND	02/28/2014	320.00

Check Nbr	Vendor Name	Check Date	Check Amount
4001123	WOODWARD MIDDLE SCHOOL	02/28/2014	40.00
18	Computer	Check(s) For a Total of	8,725.88

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
18	Computer	Checks For a Total of	8,725.88
Total For 18	Manual, Wire Tran, ACH & Computer	Checks	8,725.88
ess 0	Voided	Checks For a Total of	0.00
		Net Amount	8,725.88

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 February 27, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$26,415.55. The payments are further identified in this document.

Total by Payment Type for Cash Account, CP A/P Warrants:  
Warrant Numbers 4803 through 4808, totaling \$26,415.55

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

Check Nbr	Vendor Name	Check Date	Check Amount
4803	ARBITRAGE COMPLIANCE SPECIALS	02/28/2014	2,600.00
4804	HUTTEBALL & OREMUS ARCHITECTUR	02/28/2014	12,820.00
4805	OLYMPIC SPRINGS INC	02/28/2014	25.82
4806	PHC CONSTRUCTION	02/28/2014	9,217.77
4807	SOUND MECHANICAL CONSULTING IN	02/28/2014	1,665.00
4808	SOUND REPROGRAPHICS INC	02/28/2014	86.96

6	Computer	Check(s) For a Total of	26,415.55
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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 February 27, 2014, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$8,228.49. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP ACH:  
ACH Numbers 131400140 through 131400165, totaling \$8,228.49

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

Check Nbr	Vendor Name	Check Date	Check Amount
131400140	Amestoy, Margot E	02/28/2014	12.76
131400141	Brown, Steven Cooper	02/28/2014	85.00
131400142	Chapel, Faith Aiko	02/28/2014	318.50
131400143	Chee, Enrique	02/28/2014	3,919.43
131400144	Colby, Janice L	02/28/2014	45.00
131400145	Fulgham, Christine H	02/28/2014	172.34
131400146	Gray, Julie Kristine	02/28/2014	61.60
131400147	Grimm, Andrew Philip	02/28/2014	118.77
131400148	Hamilton, Janice Marion	02/28/2014	40.68
131400149	Hart, Benjamin A	02/28/2014	691.44
131400150	Herman, Carl Jacob	02/28/2014	68.50
131400151	Holsman, Linda S	02/28/2014	20.92
131400152	Hruska, Seana Kathleen	02/28/2014	123.09
131400153	Hudgens, Jordan P	02/28/2014	1,580.69
131400154	Ivancich, Randi Larson	02/28/2014	25.76
131400155	Johnson, Kathleen Ann	02/28/2014	30.80
131400156	Keller, Karen R	02/28/2014	99.90

check Nbr	Vendor Name	Check Date	Check Amount
31400157	Laiche, Carol Elaine	02/28/2014	30.80
31400158	Ledbetter, Jennifer	02/28/2014	25.00
31400159	Lyon, Deana Marie	02/28/2014	68.50
31400160	McKay, Heidi L	02/28/2014	165.33
31400161	Nickel, Joanne K	02/28/2014	28.00
31400162	Ostenson, Sharon A	02/28/2014	250.00
31400163	Pollack, Simon Haig	02/28/2014	47.54
31400164	Stahl, Robyn M	02/28/2014	138.95
31400165	Weldy, Theresa Share	02/28/2014	59.19

26	ACH	Check(s) For a Total of	8,228.49
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0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
26	ACH	Checks For a Total of	8,228.49
0	Computer	Checks For a Total of	0.00
otal For 26	Manual, Wire Tran, ACH & Computer Checks		8,228.49
ess 0	Voided	Checks For a Total of	0.00
	Net Amount		8,228.49

F U N D S U M M A R Y

und	Description	Balance Sheet	Revenue	Expense	Total
0	General Fund	0.00	0.00	8,228.49	8,228.49