

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

Date: March 13, 2014
Time: 5:30 PM
Place: Board Room

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)
• Classified Employees Week

Board Reports (10)

Consent Agenda (5)

Presentations

A. 2014/15 Basic School Calendar (10)
Action: Board Approval

B. Update – Procedure 5430 Volunteers (10)
Action: Board Approval

C. Legislative Update (District Budget Implications) (10)
Action: Information Only

D. Policy/Procedure 3414 Infectious Diseases (First Reading) (10)
Action: Board Approval

E. Policy 3247 Use of Restraint and Isolation (First Reading) (10)
Action: Board Approval

Personnel Actions (5)

Projected Adjournment 7:15 PM

Executive Session: Negotiations

BOARD OF DIRECTORS

Mike Spence
Patty Fielding
Tim Kinkad
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
March 13, 2014

CONSENT AGENDA

1. **Staff Travel**
Request for Board approval from Bainbridge High School Athletic Director Kaycee Taylor to attend the Washington Secondary School Athletic Administration Association Conference April 27 – 30, 2014 in Spokane, Washington.
2. **Student Field Trip: Overnight/Out-of-State**
Request for Board approval from Bainbridge High School Winterguard Coach Alisa Mitchell for the Winterguard Team to participate in the Pacific Northwest Circuit Competition to be held March 21 – 22, 2014 in Hillsboro, Oregon.
3. **Student Field Trip: Overnight**
Request for Board approval from Bainbridge High School Marine Science and Environmental Science teachers Charles Dunn and Jason Uitvlugt for students in those classes to participate in the annual sailing voyage/education experience with the Salish Sea Expeditions May 18-20, 2014.
4. **Student Field Trip: Overnight/Out-of-State**
Request for Board approval from Bainbridge High School Vocal Music teacher Debbie Hill for vocal music students to attend the California Disney Magic Music Days Festival in Anaheim, California held May 1-4, 2014.
5. **Student Field Trip: Overnight/Out-of-State**
Request for Board approval from Bainbridge High School Boys and Girls Crew Team Head Rowing Coach Tim Goss for members of the Crew Team to participate in multi-day, out-of-state, and Canadian regattas this spring. The spring events are as follows: April 11-13 – Covered Bridge Regatta, Eugene, Oregon; April 25-27 – Brentwood Regatta, Canada; May 15-18 – MW Regionals, Vancouver, Washington; June 4-8 – Youth National, Oak Ridge, Tennessee.
6. **Student Field Trip: Overnight**
Request for Board approval from Bainbridge High School Model United Nations Club Advisor Cindy Beck for students in the club to attend the Model United Nations conference at Western Washington University to be held April 26-27, 2014.
7. **Student Field Trip: Overnight**
Request for Board approval from Bainbridge High School Head Tennis Coach Mike Anderson for the Girls Tennis Team to participate in the Thunder Girls Tennis Invitational in Vancouver, Washington on March 21-22, 2014.

8. **Student Field Trip: Overnight**
Request for Board approval from Odyssey Multiage Program teachers for students in that program to participate in the annual Outdoor Education Program as follows: Peggy Koivu's Grade 1-2 students will attend Camp Indianola on May 1-2, 2014; Todd Erler's Grade 3 – 4 student will attend the Olympic Park Institute on May 19-21, 2014; Barry Hoonan's Grade 5-6 students will attend Camp Seymour in Gig Harbor.
9. **Student Field Trip: Overnight/Out-of-State**
Request for Board approval from Bainbridge High School Winterguard Coach Alisa Mitchell for the Winterguard Team to participate in the Pacific Northwest Circuit Competition to be held March 21 – 22, 2014 in Hillsboro, Oregon.
10. **Staff Travel: Overnight/Out-of-State**
Request for Board approval from Math TOSA Jen Ledbetter to attend the 2014 National Council of Teachers of Mathematics Annual Meeting & Exposition in New Orleans, April 9-12, 2014.
11. **Staff Travel: Overnight/Out-of-State**
Request for Board approval from Blakely Elementary teacher Maureen Wilson to attend the 2014 National Council of Teachers of Mathematics Annual Meeting & Exposition in New Orleans, April 9-12, 2014. Ms. Wilson received a grant through ZENO that will fund all travel, accommodations and registration.
12. **Donation**
Donation to Ordway Elementary School in the amount of \$3,156.28 from the Ordway PTO to support January 2014 extra time for staff – Zeno Math, Student council Advisor, and Display Cases; February 2014 purchases including math materials and classroom supplies.
13. **Donation**
Donation to Bainbridge High School in the amount of \$30,000.00 from Harry Abernathy to support the scholarship fund for graduating Bainbridge High School Seniors – Abernathy Family Scholarship.
14. **Minutes from the February 27, 2014 School Board Meeting**
15. **Vouchers**

➤ General Fund Voucher	\$ 130,685.15
➤ Capital Projects Fund Voucher	\$ 70,241.46
➤ AP ACH Fund Voucher	\$ 7,112.07

SCHOOL BOARD OF DIRECTORS

BAINBRIDGE HIGH SCHOOL

March 5, 2014

TO: Faith Chapel

FROM: Jake Haley

RE: **Approval Request for Overnight Staff Travel**

The attached staff travel request outlines a proposed overnight professional development opportunity for Kaycee Taylor, BHS Athletic Director.

Attendance at the Washington Secondary School Athletic Administration Association (WSSAAA) conference is a great opportunity for Kaycee to network on behalf of BHS athletics and learn about current trends for athletics. The conference is April 27th – April 30th and details are included on the attached WSSAAA conference agenda.

I support this professional development proposal and recommend School Board approval of this overnight travel request.

3/5/2014

Guidelines Governing Staff Travel/Staff Development

1. The purpose of all staff travel must be directly related to the improvement of the instructional program.
2. Meetings, conferences, workshops and visitations contributing to current curriculum projects will be given priority.
3. Members of district curriculum committees will be given preference.
4. All travel requests must be submitted for approval to the building principal and assistant superintendent or superintendent.
5. Claims for travel expense reimbursement, to the extent approved below, must include receipts and be submitted on a reimbursement claim form to the school business office.
6. Advanced funds for approved travel may be obtained by completing the appropriate form in the office of the superintendent.

Submit form intact to your building administrator for approval.
A copy of the signed and executed form will be returned to you for your records.

STAFF TRAVEL/STAFF DEVELOPMENT – Complete this form by writing/printing firmly and legibly!

Name Kaycee Taylor Building/Position BHS- A.D
 Destination Spokane Proposed Date April 27-30
 Purpose of Travel Attend Washington Secondary School Athletic Admin. Association Conference

Please state how this activity pertains to your current assignment and with whom experience will be shared.
 (To be developed in cooperation with the building principal): _____

Will substitute coverage be required? ☒ Yes ☐ No If Yes: ☒ Full Day ☐ Half Day

Specify hours needing coverage if less than full day: _____

District vehicle required: ☐ Yes ☒ No (Make arrangements for vehicle directly by calling District Transportation at x4641.)

Estimated cost of travel: (Make sure you break down all costs if requesting funding support)

Registration 185
 Purchase Order attached # 4021300198
 Travel
 Mileage at IRS approved rate at time of travel..... 56 p/m. Approx 580 miles / \$ 324.80
 Airfare
 Ferry
 Lodging 382.32
 Purchase Order attached # 4021300199
 Substitute (approx. \$110/day) 360
 Other (extra time, meals, etc.)..... per diem
TOTAL REQUESTING Approx 1252.12
 Employee's Signature [Signature]

INFORMATION BELOW TO BE COMPLETED BY THE SCHOOL ADMINISTRATION

Travel approved by:

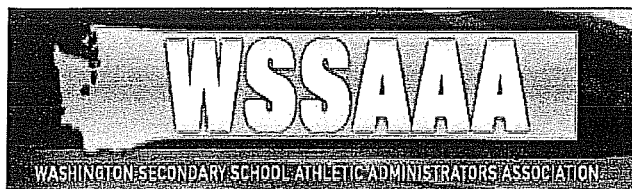
[Signature]
 Principal or Building Administrator
[Signature]
 District / Building Administrator(s) providing all or partial funding for activity
[Signature]
 Associate Superintendent / Curriculum & Instruction

Amount Approved \$ \$1,300.00

Account Number(s) 0100-28-8100-402-0000-0000
 (Charge code information must be identified)

CONFERENCE AGENDA

"Educational Athletics: Producing Good Citizens"



Keynote Speakers	Breakout Sessions
LTI Classes	Vendor Exhibits / Drawings
Awards Luncheon / Dinner Banquets / WIAA Breakfast	
General Conference Information	

Saturday, April 26, 2014

4:00 PM - 8:00 PM	LTI #790: Athletic Administration: Leadership Training Instructional Methods/Techniques (Finch)
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Sunday, April 27, 2014

9:30 AM - 12:30 PM	WSSAAA Board Meeting (Finch)
1:00 PM - 4:00 PM	Conference Registration Desk Open
2:00 PM - 4:00 PM	CAA Exam (Boardroom 1)
1:00 PM - 5:00 PM	LTI 501: Athletic Administration: Philosophy, Leadership, Organizations and Professional Development (Willow 1) LTI 508: Athletic Administration: Legal Issues III - (Hazing, ADA, Employment Law) (Willow 1)
6:00 PM - 8:00 PM	WSSAAA Social - Skyline Ballroom

Monday, April 28, 2014

7:30 AM - 12:00 PM	Conference Registration Desk Open				
8:00 AM - 9:30 AM	GENERAL SESSION SPEAKER - Bill Moos, Athletic Director - Washington State University Leadership in Athletics (Skyline Ballroom)				
9:45 AM - 10:30 AM	Breakout - 1A Bill Ahern "USA-Cheer-STUNT" (Finch)	Breakout - 1B Don Beazizo "WPA Network Website Hands-on Workshop" (Skyline Ballroom)	Breakout - 1C* Jeff Pietz & Brian Parisotto "Athletic Code Round Table" (Exhibit Hall)	Breakout - 1D* Marty Fortin "Challenges/Benefits of Booster Clubs" (Corbin)	Breakout - 1E Tom Doyle "New AD's - Round Table" (Willow 2)
10:30 AM - 11:00 AM	Door Prize Drawing #1 @ 10:45 AM (Vendor Hall)				
11:15 AM - 12:00 PM	Breakout - 2A Patrick Bryant "Special Olympics Project UNIFY" (Willow 2)	Breakout - 2B* Terry Cavender "How to Manage People (Coaches are People too)" (Corbin)	Breakout - 2C* Tim Graham "Molding Coaches into Leaders" (Finch)	Breakout - 2D* John Miller/WIAA Staff "WIAA Topics" (Exhibit Hall)	Breakout - 2E* Stark Porter "Management of Coaches Clock Hours" (Willow 1)
12:00 PM - 2:15 PM	WSSAAA Commendation Luncheon (Skyline Ballroom) - Ticket				
2:15 PM - 3:00 PM	Door Prize Drawing #2 @ 2:45 AM (Vendor Hall)				
2:15 PM - 4:00 PM	Conference Registration Desk Open				
3:00 PM - 3:45 PM	Breakout - 3A* Marty Fortin "ASB Laws, Rules, Regulations, and Policies" (Corbin)	Breakout - 3B* Steve Bridge "Current Legal Issues in Athletics" (Skyline Ballroom)	Breakout - 3C Wilfong/ Von Moos/ Piccolo "Starting your own Hall of Fame" (Willow 1)	Breakout - 3D* Patrick Brown "Developing a league (and school) sportsmanship model" (Finch)	Breakout - 3E* Rocky Verbeck "Middle School Sportsmanship" (Willow 2)

CONFERENCE AGENDA

4:00 PM - 8:00 PM	LTI 502: Athletic Administration: Principles, Strategies and Methods. (Corbin) LTI 704: Athletic Administration: Administration and Application of Middle School Athletic Programs. (Finch) LTI 710A: Current Issues in American Sports All are welcome to audit; those wishing to earn credit must attend 5 of the following breakout sessions) 1D, 3L, 4A, 1C/4D, 2B, 5A, 2C/5B, 2D/5D, 2E/5E, 3A/6A, 3B/6B and 3D/6D
3:45 PM - 5:00 PM	Door Prize Drawing #3 @ 4:15 (Vendor Hall)
5:00 PM - 6:00 PM	League / District / Regional Meetings (Exhibit Hall)



Keynote Speakers	Breakout Sessions
LTI Classes	Vendor Exhibits / Drawings
Awards Luncheon / Dinner Banquets / WIAA Breakfast	
General Conference Information	

Tuesday, April 29, 2014

7:30 AM - 11:00 AM	Conference Registration Desk Open				
7:30 AM - 9:00 AM	League/Regional/District Meetings - as needed (Exhibit Hall)				
9:30 AM - 10:00 AM	Visit Vendors - Door Prize Drawing #4 @ 9:15 AM (Vendor Hall)				
10:15 AM - 11:00 AM	Breakout - 4A* Lorri Slausen "Current Issues for Middle School AD's" <i>(Willow 2)</i>	Breakout - 4B Bill Ahern "USA Cheer - STUNT" <i>(Corbin)</i>	Breakout - 4C Don Beazizo "WPA Network Website Hands-on Workshop" <i>(Skyline Ballroom)</i>	Breakout - 4D* Jeff Pietz / Brian Parisotto "Athletic Code Round Table" <i>(Exhibit Hall)</i>	Breakout - 4E Wendy Malich "Women as Athletic Administrators Round Table" <i>(Finch)</i>
11:15 AM - 12:15 PM	GENERAL SESSION SPEAKER - Steve Wilson - Retired NFL Official "Scoring Touchdowns in Life" (Skyline Ballroom)				
12:15 PM - 1:00 PM	Fajita bar lunch - Visit Vendors - Last Chance Door Prize #5 @ 1:30				
1:15 PM - 2:00 PM	Breakout - 5A* Terry Cavender "Strategies for Educating & Communicating with Parents" <i>(Willow I)</i>	Breakout - 5B* Tim Graham "Molding Coaches into Leaders" <i>(Willow II)</i>	Breakout - 5C Wayne McNight "Philosophy & Ideas for hiring good Coaches" <i>(Corbin)</i>	Breakout - 5D* John Miller / WIAA Staff "WIAA Topics" <i>(Skyline Ballroom)</i>	Breakout - 5E* Stark Porter "Management of Coaches Clock Hours" <i>(Exhibit Hall)</i>
2:15 PM - 3:00 PM	Breakout - 6A* Marty Fortin "ASB Laws, Rules, Regulations, and Policies" <i>(Willow I)</i>	Breakout - 6B* Steve Bridge "Current Legal Issues in Athletics" <i>(Skyline Ballroom)</i>	Breakout - 6C Wilfong / Von Moos / Piccolo "Starting your own Hall of Fame" <i>(Corbin)</i>	Breakout - 6D* Patrick Brown "Developing a league (and school) sportsmanship model" <i>(Finch)</i>	Breakout - 6E Patrick Bryant "Special Olympics Project UNIFY" <i>(Willow II)</i>
5:00 PM - 6:00 PM	No Host Social prior to Banquet Dinner (Registration)				
6:00 PM - 8:00 PM	WSSAAA Hall of Fame / AD of the Year Banquet (Ballrooms B & C) - Ticket				
8:00 PM - 11:00 PM	Conference Hospitality Social (Skyline Ballroom)				

Wednesday, April 30, 2014

7:30 AM - 9:15 AM	WIAA BREAKFAST - WIAA EXECUTIVE STAFF (Skyline I & II) - Ticket
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BAINBRIDGE HIGH SCHOOL

March 5, 2014

To: Faith Chapel

From: Jake Haley



RE: **Approval of Out of State/Overnight Student Activity – BHS Winterguard Competition**

The attached field trip proposal from Alisa Mitchell, BHS Winterguard coach, provides details regarding a request for approval of an out of state and overnight student travel opportunity March 21st – March 22nd in Hillsboro, OR.

Attendance at the Pacific Northwest circuit competition is an exciting educational opportunity for our outstanding Winterguard team. Alisa has made all of the appropriate arrangements for travel and supervision for this activity.

I recommend approval of this travel request.

BHS Winterguard Competition – request for out of state travel

The BHS Winterguard team is requesting to travel to Hillsboro, Oregon for a Pacific Northwest circuit competition hosted by Glencoe High School. The competition is on Saturday, March 22nd. We would leave Friday evening to drive down to Hillsboro and return on Sunday morning – we have a district Suburban reserved for those dates. Glencoe High School is offering their gym for the students and staff to stay in during the weekend along with many other teams from the greater Seattle area (including Central Kitsap High School, Ingraham High School and Kamiak High School). Transportation of students and equipment would be done by both the district vehicle, if approved, and by several parents of the students.

The students that would be going are:

- | | |
|-----------------------|-----------------------|
| ▪ Makayla Christean | senior |
| ▪ Cody Grogan | senior |
| ▪ Tyler Dawson-Arroyo | senior |
| ▪ Angel Friday | junior |
| ▪ Nick Allen | junior |
| ▪ Cydney Dahl | junior |
| ▪ Laken Kruger | junior |
| ▪ Carly Zimmerman | junior |
| ▪ Sienna Mander | junior |
| ▪ Megan Sellman | sophomore |
| ▪ Eric Appleberry | sophomore |
| ▪ Sam Holzer | sophomore |
| ▪ Rachel Burnside | freshman |
| ▪ Marina Ikuse | 8 th grade |
| ▪ Cambria Sheridan | 8 th grade |

The parents that will be driving and chaperoning would be:

- Alisa Mitchell
- Elizabeth Dahl
- Donna Burnside
- Cynthia Allen
- Camalia Dawson-Arroyo

If you need any additional information in regards to this trip, please contact me:
Alisa Mitchell, BHS Winterguard Coach, Amitchell@bisd303.org , cell 206-972-7740

BAINBRIDGE HIGH SCHOOL

March 5, 2014

To: Faith Chapel

From: Jake Haley



RE: Approval of Overnight Student Activity – BHS Marine Science & Environmental Science Classes

Charles Dunn and Jason Uitvlugt, our Marine Science and Environmental Science teachers at BHS, are planning to continue the exciting “sailing” field trip opportunity for BHS students. The field trip request form that outlines a three-day sailing voyage/education experience that they would like to make available to 26 of our Marine Science & Environmental Science students this spring is attached to this memo.

Again this spring, this exciting field experience is planned in conjunction with the Salish Sea Expeditions group that provides this type of educational program opportunity to students from a variety of schools in the Puget Sound area. Funding for this trip is provided by the individual participants and via some grant funds.

I have confirmed that Jason and Charles have addressed all appropriate supervision and student safety issues. Participation in this activity is a great experience for our students. I recommend approval of this overnight travel request.

Proposed Educational Field Trip

Teacher Jason Uitelugt + Charles Dunn School BHS
Class Involved AP Environmental Science + Marine Science
Number of Students ~20 Number of Chaperones 2
Destination San Juan Islands
Date of Trip (Proposed) May 18-20, 2014
Time of Departure from School 6 a.m. May 18
Time of Return to School 7 p.m. May 20
Purpose of Field Trip (Curriculum area/objectives) Salish Sea Expedition which covers curriculum from both AP Env. Sci. and Marine Science. Sailing, leadership, science objectives will all be covered

☒ Regular Program ☐ ASB ☐ Other (Best, private, grant, etc.) _____

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

Other vehicle required? ☐ Yes ☒ No

Involves watercraft? ☒ Yes ☐ No

Substitute required? ☒ Yes ☐ No

Special Instructions (e.g., need bus to ferry only, etc.) Need Bus to Anacortes on Sunday May 18 and from Anacortes on Tuesday May 20

Date 2-24-14 Teacher Jason Uitelugt and Charles Dunn

Estimated Cost Sub-Cost 4-Days Actual Cost _____
-Bus 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)

BAINBRIDGE HIGH SCHOOL

March 5, 2014

To: School Board

From: Jake Haley



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

The attached field trip request form and supporting documents from Debbie Hill, BHS Vocal Music Teacher, provide details regarding a request for approval of an overnight/out of state student travel opportunity for our vocal music students.

Attendance at the California Disney Magic Music Days Festival in Anaheim, California is an exciting educational opportunity for our music students. Our BHS Vocal Music program booster group and individual student fund raising will provide all funding for this activity. We are seeking early approval of this Spring 2014 activity to allow adequate time for the fund raising activities that will occur to support this activity. The trip is dependent on student interest and fundraising efforts.

I recommend approval of this travel request.

Proposed Educational Field Trip

Teacher D. Hill School BHS

Class Involved Choir

Number of Students 25 Number of Chaperones 3

Destination Anaheim, CA

Date of Trip (Proposed) May 1-4

Time of Departure from School May 1 10:00 a.m.

Time of Return to School May 4 9:00 p.m.

Purpose of Field Trip (Curriculum area/objectives) participate in Disney Magic
Music Days

☐ Regular Program ☒ ASB ^{- Bus} ☒ Other (Best, private, grant, etc.) Bonster Club, individual

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

Other vehicle required? ☒ Yes ☐ No ^{ferry, air}

Involves watercraft? ☒ Yes ☐ No

Substitute required? ☐ Yes ☐ No

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

Date 10/1/13 Teacher [Signature]

Estimated Cost _____ Actual Cost ^{\$} 775/student

Principal [Signature]
Approved By [Signature] Principal

Submit request to principal seven days in advance of trip.

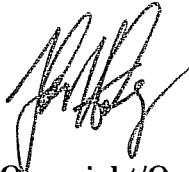
(Overnight/out-of-state requests must be submitted 30 days in advance of trip)

BAINBRIDGE HIGH SCHOOL

March 5, 2014

To: Faith Chapel

From: Jake Haley



RE: Approval of Overnight/Out of State Student Activities – Boys & Girls Crew (Club Sport)

The Bainbridge High School Boys & Girls Crew Team is requesting School Board approval to participate at several overnight and/or out of state competitions this spring. The specific details are included in the attached memo from Tim Goss, Bainbridge Island Rowing Head Coach.

The supervision and travel plans for these events meet all BISD requirements. Funding for these activities is covered by the Bainbridge Island Rowing Club Sport program and the parents of the participants. I recommend approval of these travel plans.

TO: BISD School Board
Faith Chapel, Superintendent @ fchapel@bisd303.org
Jake Haley, Principal @ jhaley@bisd303.org
Mary Sue Silver, Athletic Secretary @ msilver@bisd303.org

FROM: Tim Goss, BIR Head Coach

DATE: March 3, 2014

SUBJECT: Overnight Crew team trips planned for spring 2014

This letter is to provide information regarding multi-day, out-of-state, and Canadian regattas the crew team is planning to attend this spring.

- April 11-13 Covered Bridge Regatta, Eugene OR
- April 25-27 Brentwood Regatta, Canada (limited varsity & novice)
- May 15-18 NW Regionals, Vancouver WA
- June 4-8 Youth Nationals, Oak Ridge TN (varsity only, qualify at regionals)

Covered Bridge Regatta - The entire crew team is included in this regatta. This race is open to junior, collegiate, and masters rowers on a fully buoyed, 7-lane 2000 meter race course. This is the only opportunity for the entire team to race on a 2000 meter course before the NW Junior Regionals in May. The team will be accompanied by coaches and parent chaperones. Two charter buses will depart BHS at 7 am Friday and arrive at Lowell High School in Oregon about 2 pm. Rowers will bring a pad and sleeping bag and will sleep in the school gym with a few chaperones Friday and Saturday night. Rowers will race and eat at Dexter Lake. We will depart by bus at approximately 1:30 Sunday and arrive back on Bainbridge Island at approximately 7:30 pm.

Brentwood Regatta will be limited novice and varsity this year (80 – 90 rowers). This has been an annual trip to Victoria, Canada providing the team with good competition. Coaches will select rowers to fill specific boats. We will depart BHS Friday at 5:30 am riding in charter buses to the Port Angeles Blackball ferry to Victoria and then on to Mill Bay, B.C.. Rowers will race Friday, Saturday, & possibly Sunday am (finals). We stay in the gym and set up our kitchen on site at Brentwood College. Parents help by chaperoning, setting up kitchen, food prep, and cleanup. Around 11:00 on Sunday boats and kitchen are packed up and we depart Brentwood by 1:30. Drive to Victoria to get in line to catch the 4:00 ferry home and arrive back on Bainbridge Island around 7:30 or 8:00. Participation in this regatta can lead to an invitation of the varsity boys and/or Varsity girls 8 boat to the annual Opening Day Windermere Cup Regatta at the University of Washington.

NW Regionals is the culmination of the spring rowing season and all rowers attend (100+ rowers). We depart BHS at 2 pm Thursday in parent chaperone cars and drive to Vancouver, WA and stay at the Marriott Residence Inn with parent chaperones. Rowers race Friday, Saturday, and Sunday morning. On Sunday at approximately 1:30 we head back to Bainbridge Island arriving at approximately 5:00 pm.

US Youth Nationals is available only to 1st varsity boats finishing 1st, 2nd, or 3rd place at NW Regionals. We have sent at least one boat for the last 5 years to Nationals. Rowers, parent chaperones, and coach fly to Tennessee, stay in a hotel, and travel to the regatta site by either rented car or passenger van. Tentative travel dates are travel/prep June 3-4 and racing June 6- 8th.

We look forward to an excellent spring season of training and racing. If you have any questions, please contact me at # 206-842-8664

Thank you,

A handwritten signature in black ink, appearing to read "Tim Goss". The signature is fluid and cursive, with the first letter of the first name being a large, stylized capital 'T'.

Tim Goss
BIR Head Coach

BAINBRIDGE HIGH SCHOOL

March 5, 2014

To: Faith Chapel

From: Jake Haley



RE: **Approval of Overnight Student Activity – BHS Model United Nations Competition**

The attached field trip proposal from Cindy Beck, BHS Model United Nations Club advisor, provides details regarding a request for approval of an overnight student travel opportunity April 26th – April 27th at Western Washington University.

Attendance at the Model United Nations conference is an exciting educational opportunity for our Model United Nations club. Cindy has made all of the appropriate arrangements for travel and supervision for this activity.

I recommend approval of this travel request.

Proposed Educational Field Trip

Teacher Cynthia Beck / Mara Liebling School BHS

Class Involved Model United Nations

Number of Students 18 Number of Chaperones 4-5

Destination V/KMUN 2014 Western Washington Univ, Bellingham WA

Date of Trip (Proposed) April 26-27, 2014

Time of Departure from School 5:30 AM Sat 4/26/14

Time of Return to School 9:00 PM Sun 4/27/14

Purpose of Field Trip (Curriculum area/objectives) Attend + participate in 2nd largest model UN conference in Washington. Act as UN ambassadors to solve world problems. Present position papers that have been crafted during Model UN Club meetings beginning Fall 2013

☒ Regular Program ☐ ASB ☐ Other (Best, private, grant, etc.)

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

Other vehicle required? ☒ Yes ☐ No

Involves watercraft? ☒ Yes ☒ No

Substitute required? ☐ Yes ☒ No

Special Instructions (e.g., need bus to ferry only, etc.) Possible use of school vans or will use private vehicles driven by chaperones.

Date 2/3/14 Teacher Sra Beck Advisor - Mara Liebling

Estimated Cost \$75/student Actual Cost _____

Principal _____
Approved By _____
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

March 5, 2014

To: Faith Chapel

From: Jake Haley



RE: **Approval of Overnight Student Activities – Tennis Team**

The Bainbridge High School Girls Tennis Team is requesting School Board approval to participate at the Thunder Girls Tennis Invitational on March 21 & 22, 2014 in Vancouver, WA. As described in the attached materials, this event involves having our tennis team stay overnight in Vancouver for the weekend.

The tennis coaches and parents of the participants will supervise this activity. Participation at this tournament is a great experience for our students. I recommend approval of this overnight travel request.



Bainbridge High School

Jake Haley, Principal
Kristen Haizlip, Assoc. Principal
Tina Lemmon, Assoc. Principal

TO: BISD School Board
Faith Chapel, Superintendent

FROM: Jake Haley, Principal
Kaycee Taylor, Athletic Director
Mike Anderson, Head Tennis Coach

DATE: March 4, 2014

SUBJECT: Overnight Tennis team trip

This letter is to give you information regarding the Thunder Girls Tennis Invitational, a high school tournament the weekend of March 21-22 in Vancouver, WA.

This high school tournament hosted by high schools in and around the Vancouver area inviting top programs to compete against their kids. We have accepted this invitation to bring up to 10 of our players to Vancouver on March 21-22. This will give us a great opportunity to play some high level competition as we get closer to post-season play and with the format being used. Travel will be by vehicles driven by up to four parents in their personal vehicles. The itinerary for the trip is as follows:

Friday, March 21

10:30 am	Meet in front of school
12:30 pm	Lunch in Centralia
1:45 pm	Check into hotel in Vancouver
3:00 pm	Matches at Club Green Meadows
7:00 pm	Dinner
8:30 pm	Team function
11:00 pm	Lights out

Saturday, March 22

8:00 am	Check out of hotel
9:00 am	Matches
2:00 pm	Matches
5-6 pm	Depart for home.

We are looking forward to great competition and a fun time. Thanks for your support. Call me at school 780-1263 or cell 206-605-5239 if you have any questions.

Mike Anderson
Head Coed Tennis Coach
Bainbridge High School



Commodore Options School

9530 N.E. High School Road
Bainbridge Island, Washington 98110
206.780.1646



Commodore Options School is a community of school programs serving students preschool through high school. These programs of choice hold in common student-centered education and cooperative partnerships with family and community

February 25, 2014

Dear Ms. Faith Chapel, Bainbridge Island School Board,

Please find enclosed our Proposed Educational Field Trip forms for our annual Odyssey Outdoor Education Program. Through the generous donation of our OPTO and parent volunteers, we are able to provide opportunities for all of our students to experience field based learning.

For our 1st and 2nd grade students, Peggy Koivu's class, parents plan workshops for earth and life science education at Camp Indianola . Students also participate in art workshops, games and group cooperation activity. Their dates are May 1st - May 2nd.

The 3rd and 4th grade students, Todd Erler's class, attend the Olympic Park Institute. Their dates are May 19th - May 21st.

Our 5th and 6th grade students, Barry Hoonan's class, attend Camp Seymour in Gig Harbor. They provide a full environmental education curriculum, including team building activities. Their dates are May 19th - through May 21st.

Odyssey has a rich tradition of outdoor education as an extension of our emphasis on project based authentic learning. These field experience opportunities are a highlight of our school.

Sincerely,

David Shockley, Principal

Proposed Educational Field Trip

Teacher Peggy Koivu School COS
Class Involved 1st - 2nd grade cluster
Number of Students 24 Number of Chaperones 10
Destination Camp Indianola
Date of Trip (Proposed) May 1 - May 2, 2014
Time of Departure from School 9:00 am on May 1, 2014
Time of Return to School 2:00 pm on May 2, 2014
Purpose of Field Trip (Curriculum area/objectives) Outdoor science enrichment,
community building, marine science studies

☐ Regular Program ☐ ASB ☒ Other (Best, private, grant, etc.) PTO

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 Other vehicle required? ☐ Yes ☒ No

Involves watercraft? ☐ Yes ☒ No Substitute required? ☐ Yes ☒ No

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

Date 2-28-14 Teacher Peggy Koivu

Estimated Cost ~~\$1600.00~~ \$1600.00 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)

Proposed Educational Field Trip

Teacher Todd Erler School Commodore

Class Involved 3/4 Cluster

Number of Students 25 Number of Chaperones 5

Destination Naturebridge

Date of Trip (Proposed) May 19-21

Time of Departure from School 8:00 am, May 19

Time of Return to School 2:00, May 21

Purpose of Field Trip (Curriculum area/objectives) _____

Outdoor Education

☒ Regular Program ☐ ASB ☐ Other (Best, private, grant, etc.) _____

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

Other vehicle required? ☒ Yes ☐ No

Involves watercraft? ☐ Yes ☒ No

Substitute required? ☐ Yes ☒ No

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

Date _____ Teacher _____

Estimated Cost _____ Actual Cost _____

Principal [Signature]
Approved By _____
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)

Proposed Educational Field Trip

Teacher BARRY HOONAN School GOYSEY

Class Involved 5th/6th Cluster

Number of Students 27 Number of Chaperones 8

Destination Camp Seymour

Date of Trip (Proposed) May 19 - May 21st, 2014

Time of Departure from School 9:00 AM

Time of Return to School 1:30 PM

Purpose of Field Trip (Curriculum area/objectives) Science - Marine Science;
Scientific Process & field work; PE - recreational
boating & rock climbing

☐ Regular Program ☐ ASB ☐ Other (Best, private, grant, etc.) PTO

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 Other vehicle required? ☐ Yes ☒ No

Involves watercraft? ☒ Yes ☐ No Substitute required? ☐ Yes ☒ No

Special Instructions (e.g., need bus to ferry only, etc.) Parent Drivers to & fro Seymour

Date Feb. 28, 2014 Teacher Barry Hoonan

Estimated Cost \$3500 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)



Curriculum & Instruction

8489 Madison Avenue NE

Bainbridge Island, Washington 98110-2999

(206) 780-1067

Fax (206) 780-1089

March 7, 2014

TO: Faith Chapel, Superintendent

FR: Julie Goldsmith, Associate Superintendent

RE: Travel request for Jen Ledbetter

At the 2014 National Council of Teachers of Mathematics Annual Meeting & Exposition in New Orleans, educators at all levels will come together to enhance their professional skills, knowledge, and careers. I am recommending Jen Ledbetter, our Math TOSA, attend this event, scheduled for April 9–12, 2014.

The conference will include more than 700 sessions, workshops, and “bursts” (short sessions) on such crucial issues as the following:

- Formative assessment and the Common Core State Standards
- Teaching number and operations
- *Principles to Actions: An Urgent Agenda for School Mathematics*
- Social justice in mathematics education
- 10-minute tasks that are rich in mathematics learning opportunities
- Teaching computational fluency with understanding
- Teachers leveraging technology
- Support for new teachers

Jen will learn strategies that will help to align her practice with the Common Core State Standards while giving students and staff the tools they need to succeed. In addition, she will be able to learn about new classroom resources and technology, interact and network with professionals at all levels, and bring back activities and lesson plans that can be immediately implemented in the classroom and shared with colleagues. Her participation in this program will complement our district objectives as well as strengthen her professional learning.

I believe this conference will be valuable and pertinent to her role as the district K-6 Math TOSA. She is planning to pay her own airfare (estimated at \$600), so the cost of the conference will be the same as if she was attending a conference within our state.

More information about the conference is available at www.nctm.org/neworleans. Thank you in advance for your consideration.

Guidelines Governing Staff Travel/Staff Development

1. **The purpose of all staff travel must be directly related to the improvement of the instructional program.**
2. Meetings, conferences, workshops and visitations contributing to current curriculum projects will be given priority.
3. Members of district curriculum committees will be given preference.
4. All travel requests must be submitted for approval to the building principal and assistant superintendent or superintendent.
5. Claims for travel expense reimbursement, to the extent approved below, must include receipts and be submitted on a reimbursement claim form to the school business office.
6. Advanced funds for approved travel may be obtained by completing the appropriate form in the office of the superintendent.

Submit form intact to your building administrator for approval.
A copy of the signed and executed form will be returned to you for your records.

STAFF TRAVEL/STAFF DEVELOPMENT – Complete this form by writing/printing firmly and legibly!

Name Jen Ledbetter Building/Position District / Math TOSA
 Destination New Orleans, LA Proposed Date April 9-12, 2014
 Purpose of Travel attend the 2014 National Council of Teachers of Mathematics annual meeting & exposition (see attached recommendation letter)
 Please state how this activity pertains to your current assignment and with whom experience will be shared.
 (To be developed in cooperation with the building principal): K-6 staff, student & families as K-6 Math TOSA

Will substitute coverage be required? ☐ Yes ☒ No If Yes: ☐ Full Day ☐ Half Day

Specify hours needing coverage if less than full day: N/A

District vehicle required: ☐ Yes ☒ No (Make arrangements for vehicle directly by calling District Transportation at x4641.)

Estimated cost of travel: (Make sure you break down all costs if requesting funding support)

Registration 385⁰⁰
 Purchase Order attached # District / Carol (Korban)

Travel

Mileage at IRS approved rate at time of travel..... self

Airfare self (\$600)

Ferry self

Lodging \$100/night x 3 = \$600

Purchase Order attached # District / Carol (Korban)

Substitute (approx. \$110/day)

Other (extra time, meals, etc.)..... self-pay

TOTAL REQUESTING \$1,000⁰⁰

Employee's Signature Jennifer Ledbetter

INFORMATION BELOW TO BE COMPLETED BY THE SCHOOL ADMINISTRATION

Travel approved by:

N/A

Principal or Building Administrator

District / Building Administrator(s) providing all or partial funding for activity

Jennifer Ledbetter
 Associate Superintendent / Curriculum & Instruction

Amount Approved \$ Registration/hotel

Account Number(s)

(Charge code information must be identified)

0100-31-XXX0-000-8891-9700

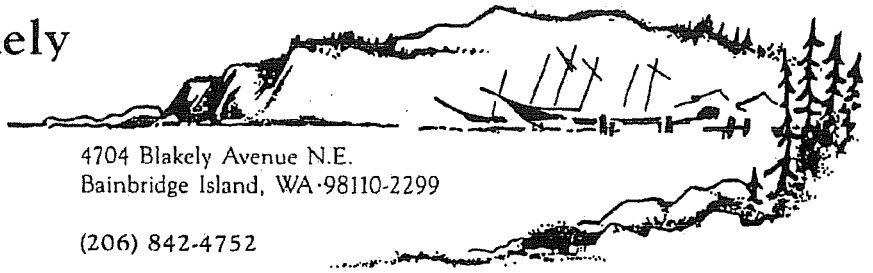
BSF-CSS

Captain Johnston Blakely Elementary School

Principal
Reese Ande

4704 Blakely Avenue N.E.
Bainbridge Island, WA 98110-2299

(206) 842-4752



March 7, 2014

TO: Julie Goldsmith, Associate Superintendent

FR: Reese Ande, Blakely Principal

RE: Travel request for Maureen Wilson

At the 2014 National Council of Teachers of Mathematics Annual Meeting & Exposition in New Orleans, educators at all levels will come together to enhance their professional skills, knowledge, and careers. Maureen Wilson applied for a grant through ZENO to attend the conference and was one of 4 recipients in the nation to receive the grant.

The conference will include more than 700 sessions, workshops, and "bursts" (short sessions) on such crucial issues as the following:

- Formative assessment and the Common Core State Standards
- Teaching number and operations
- *Principles to Actions: An Urgent Agenda for School Mathematics*
- Social justice in mathematics education
- 10-minute tasks that are rich in mathematics learning opportunities
- Teaching computational fluency with understanding
- Teachers leveraging technology
- Support for new teachers

Maureen will learn strategies that will help to align her practice with the Common Core State Standards while giving students and staff the tools they need to succeed. In addition, she will be able to learn about new classroom resources and technology, interact and network with professionals at all levels, and bring back activities and lesson plans that can be immediately implemented in the classroom and shared with colleagues. Her participation in this program will complement our district/building objectives as well as strengthen her professional learning.

I believe this conference will be valuable and pertinent to her role as a fourth grade teacher and Math Lead for Blakely. ZENO is covering all travel, accommodations and registration. Blakely will cover the cost of a sub for three days, which is 330.00.

More information about the conference is available at www.nctm.org/neworleans. Thank you in advance for your consideration.



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

Gifts and Donations

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

These gifts must satisfy the following criteria:

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

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

Name of Donor (Printed) Ordway PTO

School _____

Address _____

Phone _____ Email _____

Donation Amount or Value of Donated Items: \$ 3156.²⁸ (ck #6007, 6008)

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

PTO Support for January 2014 Extra Time for Staff - Zeno Math, Student Council
Advisor and Display Cases. PTO Support for Feb. 2014 purchases including
Math materials and classroom supplies. AIR invoices 1001300132, 1001300136

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

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

Signature of Donor _____ Date: _____

Reviewed By: J. Gray [Signature] Date: 3-6-14
(Printed Name) (Signature)

District Review: _____ Date: _____
(Printed Name) (Signature)



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3. free from health and/or safety hazards; and
4. no direct or implied commercial endorsement.
5. otherwise consistent with Board Policy No. 6114.

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

Name of Donor (Printed) Harry Abernathy
School BHS
Address 4050 Crystal Springs Dr. NE
Bainbridge Island, WA
98110
Phone _____ Email _____

Donation Amount or Value of Donated Items: \$ 30,000.00

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

Scholarship fund for graduating BHS Seniors
"Abernathy Family Scholarship"

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

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

Signature of Donor _____ Date: _____

Reviewed By: Sarah Spray Sarah Spray Date: 3/3/14
(Printed Name) (Signature)

District Review: _____ Date: _____
(Printed Name) (Signature)

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

Date: February 27, 2014

Place: Board Room – Commodore Campus

Board of Directors Present

Mike Spence, Tim Kinkead, Mev Hoberg, Sheila Jakubik

Excused

Patty Fielding

Call to Order

5:30 p.m. – Board President Mike Spence called the meeting to order and a quorum was recognized. President Spence suggested the following changes to the agenda: Personnel Actions and the Consent Agenda would be presented after Board Reports, followed by all board approval items and *information only* presentations. There were no objections.

Public Comment

No public comment.

Superintendent's Report

Superintendent Faith Chapel presented the final results for the Special Election for school levies held February 11, 2014. The District's Renewal of Educational Programs and Operations Levy was approved by a vote of 76.07%. The renewal of the School Technology Levy was approved by a vote of 72.27%. It was noted members of the School Board received a letter of congratulations from the Olympic Educational School District 114 Board of Directors.

Ms. Chapel provided board members with a flyer promoting the *Bainbridge Healthy Youth Summit #3* to be held Saturday, March 15, 2014 in the Bainbridge High School (BHS) Commons from 9:00 AM – 12:00 PM. Well known presenter Clay Roberts will lead an interactive *Take a Moment, Make a Difference* work session. In addition, BHS 2012 graduate Carolyn Milander will join Doug Nathan to co-facilitate the action-planning event. The event is co-sponsored by Bainbridge Island Rotary, Bainbridge Youth Services, Bainbridge Island School District and Raising Resilience.

Ms. Chapel noted there were two budget proposals from the state legislature – the Senate version released on Monday, and the House version, which was just released. The district is starting to get information about the impact of a supplemental operating budget on its own budget planning. The legislative session is scheduled to end March 13.

Board Reports

Tim Kinkead reported a Board Finance Committee meeting was held prior to the board meeting. Mr. Kinkead and Sheila Jakubik discussed with district administrators, the status of the budget to date, with information regarding the variations in the state and federal revenues, and the timing of that funding, provided by the district staff. Mr. Kinkead stated he was comfortable with the current budget status of the district.

Personnel Actions

Motion 60-13-14:

That the Board approves the Personnel Actions dated February 27, 2014 as presented. (Hoberg) The affirmative vote was unanimous. (Hoberg, Spence, Kinkead, Jakubik)

Consent Agenda

Donations

1. Donation to Bainbridge High School in the amount of \$1,000.00 from Darren Muir via Microsoft Matching Gifts Program for use at the high school.

2. Donation to Blakely Elementary School in the amount of \$2,168.00 from the Blakely PTO to support staffing costs for Math Blasters Zeno Math Club – September/December 2013.
3. Donation to Woodward Middle School in the amount of \$17,853.97 from the Rotary Club of Bainbridge Island to provide 50% of the funding for a gym floor cover.
4. Donation to Ordway Elementary School in the amount of \$4,120.00 from the Ordway PTO to support the fieldtrip scholarship.

Student Field Trips: Overnight

1. Request for Board approval from MOSAIC K-8 Home Education Partnership Teacher Martha Wells for Grades 5-8 students to participate in an outdoor education opportunity at Camp Seymour in Purdy, Washington on April 7-9, 2014.
2. 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.
3. 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.

PAYROLL February 2014 Warrant Numbers:

(Payroll Warrants) 1001729 through 1001762

(Payroll AP Warrants) 172365 through 172395

Total: \$2,832,246.77

Minutes from the January 30, 2014 School Board Meeting

Minutes from the February 13, 2014 School Board Meeting

Motion 61-13-14:

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

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

(General Fund Voucher)

Voucher numbers 2009700 through 2009775 totaling \$ 217,946.75 .

(Associated Student Body Fund Voucher)

Voucher numbers 4001106 through 4001123 totaling \$ 8,725.88 .

(Capital Projects Fund Voucher)

Voucher numbers 4803 through 4808 totaling \$ 26,415.55 .

(AP ACH Fund Voucher)

Voucher numbers 131400140 through 131400165 totaling \$ 7,112.07 .

Presentations

A. Resolution 06-13-14: Delegation Bond Resolution

Superintendent Faith Chapel noted over the last couple of years, the district has participated in opportunities to refund some of its existing bonds, saving taxpayers significant dollars. Ms. Chapel introduced D.A. Davidson Managing Director Dave Trageser, and Faith Pettis, Bond Counsel with Pacifica Law Group, who presented the preliminary schedule of events and Resolution 06-13-14 Delegation Bond Resolution for the refunding of the remaining 2006 Unlimited Tax General Obligation Bonds. The estimated savings to taxpayers is \$408K in this refunding process. It was noted that the delegation resolution contains certain *benchmarks* for savings and if those

savings are not realized, the refunding will be put on hold. Following Mr. Trageser's overview of the refunding process, Ms. Pettis provided brief explanation about the delegation resolution, which is similar to the one approved in the prior bond refunding process.

Motion 62-13-14:

That the Board approves Resolution 06-13-14: Delegation Bond Resolution. (Kinhead) The affirmative vote was unanimous. (Kinhead, Hoberg, Spence, Jakubik)

B. Adoption of Instructional Materials & Committee Report – Grade 6-8 Mathematics

Associate Superintendent Julie Goldsmith explained the purpose of a program review was to assist in developing a comprehensive plan to ensure students meet or exceed the K-12 Common Core Mathematics Standards. Ms. Goldsmith noted the Grades 6-8 Mathematics Committee roster, and introduced members Lisa Hale (Woodward), Mike Florian (Principal – Woodward), Paul Sullivan (Commodore), and Debra Grindeland (Woodward) to assist with the presentation of proposed 6-8 math instructional materials.

Ms. Hale provided sample classroom materials for board review. She spoke about the key instructional shifts in mathematics related to the Common Core State Standards. The key instructional shifts include the following: 1) The Common Core State Standards (CCSS) emphasize coherence at each grade level – making connections to promote deeper learning. 2) The standards focus on key topics at each grade level to allow educators and students to go deeper into the content. 3) The standards also emphasize progressions across grades, with the end of progression calling for fluency – or the ability to perform calculations or solving problems quickly and accurately. 4) The Standards for Mathematical Practice describe “habits of mind” and aim to foster reasoning, problem solving, modeling, decision making, and engagement among students. 5) Finally, the standards require students to demonstrate deep conceptual understanding by applying them to new situations. Ms. Hale explained the eight standards for mathematical practice, with the mathematical practices being the “how,” and the content standards (for CCSS) being the “what” of mathematics. She also shared information from Smarter Balance assessments, noting the problems require students to construct their own solution pathway rather than follow a provided one.

Paul Sullivan presented information about the key components of Connected Mathematics Project, 3rd Edition (CMP3). It was noted that all of the CMP3 problems were grounded in real-world context, which naturally integrates many mathematical concepts into a situation. Students will also apply prior knowledge to investigate rich problems and, in so doing, learn new math content in ways that are familiar and coherent, and Mr. Sullivan used the example of teaching simplifying radicals. The procedure used for choosing CMP3 was explained, with all impacted staff being part of the decision making process. An open house was held to allow for community and parent review of the CMP3 instructional materials, and the Grades 6-8 Mathematics Committee submitted their recommendations to the Instructional Materials Committee and now to the Board of Directors. Following Mr. Sullivan, Debra Grindeland provided an overview of the technology connected with CMP3 including the teacher planning and student work tools.

Following the presentation, Ms. Goldsmith noted the Instructional Materials Committee recommendations for instructional materials adoption included *The Connected Math Project 3 – Grades 6-8/Math*, and *The Art of Watching Films – Grade 12/Film Studies & Composition*.

Motion 63-13-14:

That the Board approves the Instructional Materials Committee instructional materials recommendations as noted on the report dated February 24, 2014. (Jakubik) The affirmative vote was unanimous. (Jakubik, Hoberg, Spence, Kinhead)

C. Middle School Athletic League Merger

Superintendent Faith Chapel noted 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 that presentation, Woodward Middle School Associate Principal Kristin Nelson reported that the two middle school leagues in the 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. Ms. Chapel introduced Ms. Nelson who explained the elements of the proposed league merger.

Ms. Nelson provided an overview of the current league alignment with Woodward being part of the West Sound Middle School League along with six other schools. Central and South Kitsap School Districts will be moving students to the middle and high school athletic bands (7-8 and 9-12) instead of their current junior high model. It was noted that all 14 schools in the two leagues have taken the request to merge leagues to their superintendents and will present reports to their School Boards. There has been agreement to keep the name of the merged league as West Sound Middle School League. An updated league handbook has been drafted and will be voted on by league membership in March. Commissioners for each sport have been assigned and will meet with all coaches and create schedules for their assigned sport.

Woodward will be one of 14 schools in the merged league, with most sports split into North and South divisions. It was noted that football is unique due to team sizes and ability. Schools will have, on average, shorter distances to travel, which should decrease transportation costs. There will be four sport seasons: Fall, Winter 1, Winter 2, and Spring. The middle school philosophy of teaching skill and good sportsmanship and team development will be maintained. Starting fall 2014, Woodward will be in the North Division of the West Sound Middle School League. It was noted there would be the possible addition of other sports such as Cross Country and Early Winter Girls Soccer. Board endorsement of the plan to move forward with the league merger into the West Sound Middle School League was recommended.

Motion 64-13-14:

That the Board approves the Woodward recommendation for the middle school athletic league merger. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Hoberg, Jakubik)

D. Policy/Procedure 5430: Volunteers (Second Reading)

Dr. Peter Bang-Knudsen presented Policy 5430 Volunteers for a second reading. It was noted that no changes had been made from the first reading on February 13, 2014. Dr. Bang-Knudsen explained that the process of revising the procedure and Volunteer Handbook would continue, with assistance from the PTOCC and district schools. The new policy, procedure, Volunteer Handbook, training, and volunteer approval process will be implemented for the beginning of the 2014/15 school year.

Motion 65-13-14:

That the Board approves the second reading of Policy 5430 Volunteers. (Hoberg) The affirmative vote was unanimous. (Hoberg, Kinkead, Jakubik, Spence)

G. Woodward Track and Field Project – Change Order No. 2

Director of Facilities and Capital Projects Tamela Van Winkle presented Woodward Athletic Field Renovation Change Order No. 2 for Board consideration and approval. The Change Order was as follows:

COP #3	<u>Irrigation Revisions at South & North Field</u>	\$3,638.84
	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.	

Motion 66-13-14:

That the Board approves the Woodward Track and Field Project Change Order No. 2. (Kinkead) The affirmative vote was unanimous. (Kinkead, Hoberg, Spence, Jakubik)

E. Monthly Technology Report

Director of Instructional Technology and Assessment Randi Ivancich provided a summary of technology projects through February 2014. Ms. Ivancich and the Technology Department extended gratitude to the Bainbridge Island community for their support of the 2014 Technology Levy, which passed with 72.2% of the vote. The levy funding will provide technology that will improve instruction, support student learning, and support the district's network, infrastructure, communications, and productivity systems.

Professional development opportunities have continued for certificated staff, and will now shift to professional development opportunities for classified staff in the spring. Schools are placing their orders for student devices that are used to meet student needs for technology in classrooms. The decision-making teams at each school choose

combinations of desktops, laptops, iPads or Chromebooks to fulfill the need for student devices based on curriculum needs within their school environment. At the conclusion of her presentation, Ms. Ivancich noted that long-time Network Manager Bob Morley has taken a position outside the district, and he will be greatly missed. The district is in the process of searching for a replacement.

F. Monthly Capital Projects Report

Director of Facilities and Capital Projects Tamela Van Winkle provided a summary of capital projects and facilities activities through February 2014. In addition, Ms. Van Winkle provided a summary of the Bond 2009 Project Budget to date. The monthly capital projects reports included information about projects at Woodward Middle School, Commodore Options, Wilkes Elementary, and general facility projects district-wide. Ms. Van Winkle noted the repair of a continuous crack running the full length of the east, lower tennis courts at Bainbridge High School. The crack was observed in mid-February. An epoxy infill was completed and staff are waiting for warmer weather to apply the needed paint to the repair area.

H. Monthly Financial Report

Director of Business Services Peggy Paige presented a summary and analysis of the district's financial reports for the month ending January 31, 2014. 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. It was noted that revenues related to *Basic Ed* should begin to move above the expected average since the district will receive more funding than budget estimates due to increased enrollment. Ms. Paige pointed out the district was deficit spending as planned, and it is likely that, due to the hiring of staff to meet the increased enrollment at the beginning of the school year, the district will need to submit a budget extension. Related to expenditures for the year to date, the district is 9.3% higher than for the same period last year. Total expense for Basic Ed increased 10.5% over last year and is above average. While some of this increase is due to salary adjustments and payment for extra professional development days at the beginning of the school year, the district is spending at a pace that suggests that it will exceed budget estimates. Ms. Paige is 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.

Adjournment

6:50 p.m. – Board President Mike Spence adjourned the meeting.

SCHOOL BOARD OF DIRECTORS

ATTEST: _____, Secretary to the Board of Directors

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 March 13, 2014, the board, by a _____ vote, approves payments, totaling \$130,685.15. The payments are further identified n this document.

total by Payment Type for Cash Account, GF A/P Warrants:
Warrant Numbers 2009776 through 2009843, totaling \$130,685.15

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

Check Nbr	Vendor Name	Check Date	Check Amount
2009776	ACE HARDWARE	03/14/2014	933.18
2009777	AMLE/ASSOC FOR MIDDLE LEVEL ED	03/14/2014	99.97
2009778	APP ASSOCIATED PETROLEUM PROD	03/14/2014	21,869.10
2009779	ARAMARK UNIFORM SERVICES	03/14/2014	88.64
2009780	ARMSTRONG MEDICAL	03/14/2014	1,605.48
2009781	BAINBRIDGE ISLAND HISTORICAL M	03/14/2014	288.00
2009782	BANK OF NEW YORK	03/14/2014	268.77
2009783	BARGREEN ELLINGSON	03/14/2014	3,752.03
2009784	BARRETT, MARLA	03/14/2014	2,100.00
2009785	BAY HAY & FEED INC	03/14/2014	60.13
2009786	BOX CARS AND ONE-EYED JACKS IN	03/14/2014	2,200.00
2009787	BUILDERS HARDWARE & SUPPLY	03/14/2014	144.21
2009788	CASCADIA INTERNATIONAL LLC	03/14/2014	318.46
2009789	CED CONSOLIDATED ELECTRICAL DI	03/14/2014	1,280.53
2009790	CENTURYLINK	03/14/2014	3,228.97
2009791	CENTURYLINK	03/14/2014	3,947.58
2009792	COMMERCIAL BRAKE & CLUTCH INC	03/14/2014	591.50

Check Nbr	Vendor Name	Check Date	Check Amount
2009793	CPR SAVERS & FIRST AID SUPPLY	03/14/2014	445.13
2009794	DEMCO	03/14/2014	286.69
2009795	DRUG FREE BUSINESS	03/14/2014	46.00
2009796	EDENSAW WOODS LTD	03/14/2014	43.58
2009797	EXTERMINATION SERVICES	03/14/2014	301.10
2009798	FARRELL'S HEALTH CENTERS INC	03/14/2014	108.60
2009799	FERGUSON ENTERPRISES INC	03/14/2014	95.13
2009800	FERRELLGAS	03/14/2014	49,019.75
2009801	FLINN SCIENTIFIC INC	03/14/2014	3,480.32
2009802	FOLLETT LIBRARY RESOURCES CO	03/14/2014	1,435.41
2009803	FOOD SERVICES OF AMERICA	03/14/2014	6,473.83
2009804	GRAINGER	03/14/2014	1,287.15
2009805	JW PEPPER & SON INC	03/14/2014	70.99
2009806	KCDA	03/14/2014	2,322.92
2009807	KIMMEL ATHLETIC SUPPLY	03/14/2014	339.59
2009808	KITSAP OFFICE SUPPLY	03/14/2014	163.00
2009809	KITSAP SUN - ADVERTISING REMIT	03/14/2014	116.50
2009810	KULLY SUPPLY INC	03/14/2014	530.42
2009811	LEADERSHIP RESOURCES	03/14/2014	1,056.00
2009812	MAYDA & SONS MECHANICAL	03/14/2014	418.50
2009813	MICRO COMPUTER SYSTEMS	03/14/2014	1,226.13
2009814	NATIONAL BUSINESS INSTITUTE	03/14/2014	299.00
2009815	OFFICE DEPOT	03/14/2014	59.76
2009816	OLYMPIC SPRINGS INC	03/14/2014	290.42
2009817	OSPI OFFICE OF SUPERINTENDENT	03/14/2014	4,288.45

Check Nbr	Vendor Name	Check Date	Check Amount
2009818	OTIS ELEVATOR COMPANY	03/14/2014	298.22
2009819	PART WORKS INC	03/14/2014	167.58
2009820	PLATT ELECTRIC	03/14/2014	101.36
2009821	PORT MADISON ENTERPRISES CONST	03/14/2014	514.15
2009822	PROBUILD COMPANY LLC	03/14/2014	969.05
2009823	QUILL	03/14/2014	463.54
2009824	REALLY GOOD STUFF	03/14/2014	251.68
2009825	RIO GRANDE	03/14/2014	117.08
2009826	ROW-LOFF PRODUCTIONS	03/14/2014	193.00
2009827	SCHOLASTIC INC	03/14/2014	34.86
2009828	SCT SEATTLE CHILDRENS THEATRE	03/14/2014	2,500.00
2009829	SEATTLE POTTERY SUPPLY INC	03/14/2014	180.07
2009830	SOUND PUBLISHING	03/14/2014	367.25
2009831	SOUND REPROGRAPHICS INC	03/14/2014	306.29
2009832	ST OF WA DEPT OF LICENSING	03/14/2014	39.00
2009833	TIGERDIRECT INC	03/14/2014	349.98
2009834	TOWN & COUNTRY MARKET	03/14/2014	342.98
2009835	US POSTMASTER C/O CMRS-PB	03/14/2014	2,311.55
2009836	VERIZON WIRELESS	03/14/2014	499.81
2009837	WALTER E NELSON CO	03/14/2014	1,466.85
2009838	WASH ART ED CONFERENCE	03/14/2014	240.00
2009839	WESTBAY AUTO PARTS	03/14/2014	510.81
2009840	WESTSIDE PIZZA	03/14/2014	79.99
2009841	WMEA WASH MUSIC EDUCATORS ASSO	03/14/2014	31.00
2009842	WOODWORKERS SUPPLY INC	03/14/2014	123.52

check Nbr	Vendor Name	Check Date	Check Amount
2009843	XEROX CORP	03/14/2014	1,244.61

68	Computer	Check(s) For a Total of	130,685.15
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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
68	Computer	Checks For a Total of	130,685.15
Total For 68	Manual, Wire Tran, ACH & Computer Checks		130,685.15
ess 0	Voided	Checks For a Total of	0.00
	Net Amount		130,685.15

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
0	General Fund	-575.80	0.00	131,260.95	130,685.15

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 March 13, 2014, the board, by a _____ vote, approves payments, totaling \$70,241.46. The payments are further identified in this document.

Total by Payment Type for Cash Account, CP A/P Warrants:
Warrant Numbers 4809 through 4817, totaling \$70,241.46

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

Check Nbr	Vendor Name	Check Date	Check Amount
4809	INDEPENDENT STATIONERS INC	03/14/2014	371.76
4810	LENOVO (UNITED STATES) INC	03/14/2014	43,371.32
4811	MASTER MILLWORK INC	03/14/2014	2,668.51
4812	MICRO COMPUTER SYSTEMS	03/14/2014	7,125.54
4813	MONOPRICE INC	03/14/2014	285.00
4814	NATIONAL CONSTRUCTION RENTALS	03/14/2014	233.62
4815	SABELHAUS WEST INC	03/14/2014	7,895.22
4816	SPECTRUM INDUSTRIES	03/14/2014	6,619.52
4817	TIGERDIRECT INC	03/14/2014	1,670.97

9	Computer	Check(s) For a Total of	70,241.46
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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.

As of March 13, 2014, the board, by a _____ vote, approves payments, totaling \$7,112.07. The payments are further identified in this document.

Total by Payment Type for Cash Account, AP ACH:
ACH Numbers 131400166 through 131400176, totaling \$7,112.07

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

Check Nbr Vendor Name	Check Date	Check Amount
131400166 Burlingame, Jennifer M	03/14/2014	40.34
131400167 Chapel, Faith Aiko	03/14/2014	107.81
131400168 Chee, Enrique	03/14/2014	5,246.84
131400169 DOR - COMP TAX	03/14/2014	1,067.61
131400170 Goldsmith, Julie Anne	03/14/2014	42.39
131400171 Haley, Jacob Glenn	03/14/2014	70.56
131400172 Holsman, Linda S	03/14/2014	82.30
131400173 Milander, Vicki Lynn	03/14/2014	147.59
131400174 O'Neill, Mary A	03/14/2014	121.48
131400175 Taylor, Kaycee J	03/14/2014	174.94
131400176 DOR - COMP TAX	03/14/2014	10.21

11	ACH	Check(s) For a Total of	7,112.07
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und	Description	Balance Sheet	Revenue	Expense	Total
0	General Fund	1,067.61	0.00	6,034.25	7,101.86
0	Capital Projects	10.21	0.00	0.00	10.21

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

*

(206) 842-4714

*

Fax: (206) 842-2928

March 7, 2014

To: Faith Chapel

From: Peter Bang-Knudsen

RE: Information Only: Updated Procedure 5430 Volunteers

Attached please find copies of the updated procedure 5430: Volunteers. Pam Keyes and I have solicited feedback from staff and the PTOCC as we continue to hone the details of this procedure. I feel confident that we have taken some of the previous mentioned questions related to the earlier draft and incorporated those questions and suggestions into the updated draft. A few of the modifications to the procedure are noted below:

- Included the definition of a volunteer.
- Included language related to volunteer coaches.
- Clarified language related to volunteers initiating social activities.

While no board action is required on this matter, I would certainly welcome any input or suggestions from members of the school board. As always, if there are any questions, please do not hesitate to contact me.

PROCEDURE 5430: VOLUNTEERS

The voluntary help of citizens should be requested by staff through administrative channels for selected activities and as resource persons.

Definition:

A volunteer is anyone who will be assigned a task(s) that involves interacting with students, directly or indirectly, during or after the school day, in any school or district sponsored program (e.g. assisting with the supervision of students in school/district facilities and on field trips, assisting students and teachers in classroom activities or in preparation for such activities, or assisting in school office support activities.)

District staff shall:

1. Provide the Volunteer Handbook to staff and volunteers on the district web site or via a printed copy.
2. Train building-level staff on volunteer policies and procedures.
3. Facilitate and monitor Washington State Patrol background checks, and fingerprint checks (when required) for approval of volunteers.
4. Ensure that the volunteer application process (including updated background checks and volunteer paperwork) occurs every two calendar years.
5. Provide building staff with updated lists of approved volunteers.
6. Support volunteer orientation and training.

Building staff shall:

1. Require that volunteers complete the screening process (including reading the Volunteer Handbook, completing and signing the Volunteer Application, Volunteer Agreement, and

the Volunteer Disclosure and Consent forms, and receiving approval from background checks) before volunteering in schools.

2. Require that a volunteer who will have unsupervised access to students during school/district sponsored activities completes a fingerprint background check before the unsupervised access occurs.
3. Require that all volunteers sign-in at the main office and wear identification while volunteering.
4. Provide and ensure that all volunteers receive appropriate orientation and training in district and building policies and procedures, developed under the leadership of the principal and in consultation with a district administrator.
5. Provide all volunteers with written job descriptions, work schedules, and staff expectations. Building staff will not assign volunteers to roles that require specific professional training.
6. Assign volunteers to work in school programs, including the classroom, library, main office, clubs, athletics, etc. General lunch time supervision and recess duty shall be provided by paid-staff.
7. Monitor volunteers to ensure they appropriately complete assigned tasks, and comply with building and district policies and procedures.
8. Process any complaints or concerns regarding volunteers through the principal as outlined in the district Policy and Procedure 4220.

Volunteers shall:

1. Complete the screening process (including reading the Volunteer Handbook and signing the volunteer agreement and other forms in the application packet) before volunteering in schools.
1. Complete the screening process every two calendar years.
2. Sign-in at the main office and wear identification while volunteering.
3. Serve in the capacity outlined by building staff.
4. Refer any student problems which arise, whether of an instructional, medical, emotional, or operational nature, to a regular staff member.
5. Ask for information, such as:
 - a. Written job descriptions, work schedules, the location of volunteer tasks, and expectations of the staff.
 - b. Facts about school facilities, routines, and procedures.
6. Attend appropriate training at the district or building level-consistent with assigned tasks and existing district standards.

Volunteers shall not:

1. Discuss the performance or actions of students except with the student's teacher, coach, counselor, or principal.
2. Promote or recommend non-school-sponsored activities or recruit students to participate in such activities.
3. Express, promote, or share personal agendas (e.g. religious, political, or commercial).

4. Initiate social activities with students or make contact outside of school, including but not limited to contact by phone, mail, email, or any social networks, unless the contact arises from the student's relationship with the volunteer's child, a relationship between the student's parent/guardian and the volunteer, or the need to communicate regarding an organized educational or athletic community event or activity related to school/district programs
5. Have inappropriate physical contact with students, or make comments or innuendos that are sexual in nature, or could be construed as sexual.
6. Violate school or district policies or procedures, or the directives of school employees.
7. Engage in illegal activity.
8. Have unsupervised access to students before they have completed a fingerprint background check.

The district and schools greatly appreciate volunteers. While their support is important, volunteering is a privilege, not a right, and the school or district may, in its sole discretion, decide to discontinue any volunteer's participation at any time and for any reason or no reason, with or without notice or warning.

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 * (206) 842-4714 * Fax: (206) 842-2928

March 7, 2014

To: Faith Chapel, Superintendent
From: Peter Bang-Knudsen, Assistant Superintendent
RE: 2014-2015 Basic School Calendar

The 2014-2015 Basic School Calendar was created in collaboration with the Bainbridge Island Education Association. The school start date of Wednesday September 3, 2014, and end date Tuesday June 16, 2015, will allow for ample time to prepare for the school year in late August. This will also maintain the traditional second Saturday in June graduation date (June 13th). Overall, the calendar is very similar to the previous school calendar in terms of the start and end of school, and vacation dates. Additional dates such as early release and conference days will be determined later this spring by Julie Goldsmith in consultation with principals and teachers.

I request that the School Board approve the attached 2014-15 Basic School Calendar for the Bainbridge Island School District.

Attachment: 2013-2014 Proposed Basic School Calendar

BAINBRIDGE ISLAND SCHOOL DISTRICT

2014 – 2015 CALENDAR

FEBRUARY 2014 (DRAFT)

AUGUST 2014

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2014

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER 2014

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2014

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER 2014

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2015

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2015

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH 2015

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2015

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2015

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE 2015

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	*17	*18	*19	20
21	22	23	24	25	26	27
28	29	30				

JULY 2015

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

IMPORTANT DATES

Mondays: Staff Training (90 minute early release – K-12)

Sept 1	Labor Day Holiday	Feb 17-20	Mid-Winter Break
Sept 3	First Day of School		
Oct 16-17	GR K-6 No School/Conferences	Mar 18-20	GR K-4 No School/Conferences
Nov 11	Veteran's Day	Mar 30-31	Spring Break
Nov 27-28	Thanksgiving	April 1-3	Spring Break
Dec 22-Jan 2	Winter Break	May 25	Memorial Day
Jan 19	MLK Holiday	June 13	Graduation
Jan 21	GR 5-8 ½ Early Release/Conf.	June 16	Last Day/Half-Day
Jan 22-23	GR 5-8 No School/Conf.	July 4	Independence Day Holiday
Jan 21-23	GR 9-12 Semester Finals		
Feb 16	President's Day Holiday		

Key	
	First Day / Last Day
BOLD	Staff Training: Mondays
TEXT	90 min. early release K-12
	Check Important Dates Section
	No School

* Possible Makeup Days

☐ School Board meetings held second and last Thursdays of each month except November/ December/ July/ August.

Materials will be brought to the meeting.

Legislative session is scheduled to conclude March 13.



Instructional Support Services

8489 Madison Avenue NE

Bainbridge Island, Washington 98110-2999

(206) 842-2907

Fax (206) 780-1089

TO: Faith Chapel, Superintendent

FROM: Bill Mosiman, Ex Dir. ISS

DATE: March 2014

RE: Policy and Procedure 3414 Infectious Diseases

Attached for first reading by the Board of Directors is updated Policy and Procedure 3414, Infectious Diseases. This update is a result of a change in WAC 246-110, Contagious Disease-School Districts and Childcare Centers, 7/16/13

INFECTIOUS DISEASES

In order to safeguard the school community from the spread of certain communicable diseases the superintendent will implement procedures assuring that all school buildings are in compliance with State Board of Health rules and regulations regarding the presence of persons who have or have been exposed to infectious diseases deemed dangerous to the public health. Such procedures will also prescribe the steps that will be taken to remove the danger to others.

The district will require that the parents or guardian complete a medical history form at the beginning of each school year. The nurse or school physician may use such reports to advise the parent of the need for further medical attention and to plan for potential health problems in school.

The board authorizes the school principal to exclude a student who has been diagnosed by a physician or is suspected of having an infectious disease in accordance with the regulations within the most current Infectious Disease Control Guide, provided by the State Department of Health and the Office of the Superintendent of Public Instruction. The principal and/or school nurse will report the presence of suspected case or cases of reportable communicable disease to the appropriate local health authority as required by the State Board of Health. Such information concerning a student's present and past health condition will be treated as confidential. The principal will cooperate with the local health officials in the investigation of the source of the disease.

The fact that a student has been tested for a sexually transmitted disease, the test result, any information relating to the diagnosis or treatment of a sexually transmitted disease, and any information regarding drug or alcohol treatment for a student must be kept strictly confidential. If the district has a release, the information may be disclosed pursuant to the restrictions in the release.

A school principal or designee has the authority to send an ill child home without the concurrence of the local health officer, but if the disease is reportable, the local health officer must be notified. The local health officer is the primary resource in the identification and control of infectious disease in community and school. The local health officer, in consultation with the superintendent can take whatever action deemed necessary to control or eliminate the spread of disease, including closing a school.

Legal References:	RCW 28A.210.010	Contagious diseases, limiting contact-- Rules and regulations
	Chapter 246-110 WAC	School districts and day care centers— Contagious diseases
	Ch 70.02 RCW	Medical records – health care information access and disclosure

INFECTIOUS DISEASES

An infectious disease is caused by the presence of certain microorganisms in the body. Infectious diseases may or may not be communicable or in a contagious state.

Diseases in a contagious state may be controlled by the exclusion from the classroom or by referral for medical attention of the infected student. Staff members of a school must advise the principal when a student possesses symptoms of an infectious disease. The principal must be provided with as much health information as is known about the case in a timely manner so that appropriate action can be initiated. (See Infectious Disease Control Guide)

List of Reportable Diseases

The following diseases require an immediate report to the local health department at the time a case is suspected or diagnosed:

1. ~~_____ Diphtheria, noneutaneous,~~
 2. ~~_____ Measles (rubeola, and~~
 3. ~~_____ Poliomyelitis~~
 4. ~~_____ Small Pox~~
- *Animal Bites (when human exposure to rabies is suspected)*
 - *Anthrax*
 - *Botulism (foodborne, infant, wound)*
 - *Burkholderia mallei (Glanders) and pseudomallei (Meliodosis)*
 - *Cholera*
 - *Diphtheria non-cutaneous*
 - *E. coli – Refer to “Shiga toxin producing E. coli”*
 - *Emerging condition with outbreak potential*
 - *Haemophilus influenza (invasive disease, children under age 5)*
 - *Influenza, novel or unsubtypable strain*
 - *Measles (rubeola)*
 - *Meningococcal disease (invasive)*
 - *Monkeypox*
 - *MRSA*
 - *Outbreaks of suspected foodborne origin*
 - *Outbreaks of suspected waterborne origin*
 - *Paralytic shellfish poisoning*
 - *Plague*
 - *Poliomyelitis*
 - *Rabies (confirmed human or animal)*
 - *Rabies, suspected human exposure (suspected human rabies exposures due to a bite from or other exposure to an animal that is suspected of being infected with rabies)*
 - *Rubella (including congenital rubella syndrome (acute disease only)*
 - *SARS*

- *Shiga toxin-producing E. coli infections (enterohemorrhagic E. coli including, but not limited to, E. coli O157:H7)*
- *Small Pox*
- *Tuberculosis*
- *Tularemia*
- *Vaccinia transmission*
- *Viral hemorrhagic fever*
- *Yellow fever*

The following diseases or conditions require a case report *to the local health department* within one (1) day **24 hours** of diagnosis *the district becoming aware:*

1. ~~Gastroenteritis of suspected food-borne or water-borne origin~~
 2. ~~Hemophilus influenza invasive disease (excluding otitis media) in children age five years and under,~~
 3. ~~Hepatitis A and B, acute,~~
 4. ~~Meningococcal disease,~~
 5. ~~Pertussis,~~
 6. ~~Rubella, including congenital,~~
 7. ~~Salmonellosis, including paratyphoid fever and typhoid fever, and~~
 8. ~~Shigellosis.~~
- *Brucellosis (Brucella species)*
 - *Hantavirus pulmonary syndrome*
 - *Hepatitis A (acute infection)*
 - *Hepatitis B (acute infection)*
 - *Hepatitis C (acute infection)*
 - *Legionellosis*
 - *Leptospirosis*
 - *Listeriosis*
 - *Mumps (acute disease only)*
 - *Pertussis*
 - *Psittacosis*
 - *Q fever*
 - *Relapsing fever (borreliosis)*
 - *Salmonellosis*
 - *Shingellosis*
 - *Vancomycin-resistant Staphylococcus aureus (not to include vancomycin-intermediate)*
 - *Vibriosis*
 - *Yersiniosis*
 - *Other rare diseases of public health significance*
 - *Unexplained critical illness or death*

The following diseases or conditions require a case report *to the local health department* within seven **three (3) business** days of diagnosis *the district becoming aware*:

1. ~~Acquired immunodeficiency syndrome (AIDS) and class IV human immune deficiency virus (HIV)~~
 2. ~~Viral encephalitis~~
 3. ~~Giardiasis,~~
 4. ~~Hepatitis non-A, non-B, and unspecified~~
 5. ~~Mumps,~~
 6. ~~Kawasaki syndrome,~~
 7. ~~Lyme disease~~
 8. ~~Reye Syndrome~~
 9. ~~Rheumatic fever~~
 10. ~~Tetanus~~
 11. ~~Toxic shock syndrome~~
 12. ~~Tuberculosis~~
 13. ~~Conjunctivitis (Pink eye) Cluster of cases~~
- *Acquired Immunodeficiency Syndrome (AIDS)*
 - *Arboviral Disease (acute disease only including, but not limited to, West Nile Virus, eastern and western equine encephalitis, dengue, St. Louis encephalitis, La Crosse encephalitis, Japanese encephalitis, and Powassan)*
 - *Campylobacteriosis*
 - *Chancroid*
 - *Chlamydia trachomatis infection*
 - *Cryptosporidiosis*
 - *Cyclosporiasis*
 - *Giardiasis*
 - *Gonorrhea*
 - *Granuloma inguinale*
 - *Hepatitis B surface antigen + pregnant women*
 - *Hepatitis C (acute infection)*
 - *Hepatitis D (acute and chronic infection)*
 - *Herpes simplex, neonatal and genital (initial infection only)*
 - *Human immunodeficiency virus (HIV) infection*
 - *Influenza-associated death (lab confirmed)*
 - *Lyme disease*
 - *Lymphogranuloma venereum*
 - *Malaria*
 - *Prion disease*
 - *Serious adverse reactions to immunizations*
 - *Syphilis*
 - *Tetanus*
 - *Trichinosis*

- *Varicella – associated death*

The following diseases or conditions require a monthly case report to the local health department:

- *Hepatitis B (chronic infection) – initial diagnosis and previously unreported prevalent cases*
- *Hepatitis C (chronic infection)*

The following disease or condition requires an immediate case report to the state health department at the time a case is suspected or diagnosed:

- *Pesticide poisoning (hospitalized, fatal or cluster)*

The following disease or condition requires a case report to the state health department within three (3) business days of diagnosis:

- *Pesticide poisoning (all other)*

Cluster of cases

In addition to rash illnesses, any unusual cluster of diseases must be reported. In order to prevent outbreaks of measles and spread of the disease in a school, any rash illness suspected of being measles must be reported immediately. The occurrence of any generalized rash with or without fever, cough, runny nose, and reddened eyes in a school **MUST** be reported **IMMEDIATELY** by individual case (by telephone) to the local health department. Localized rash cases such as diaper rash, poison oak, etc. need not be reported

Identification and Follow-up

- A. The length of absence from school for a student ill from a contagious disease is determined by the directions given in the Infectious Disease Control Guide, instructions provided by the attending physician, or instructions from the local health officer.
- B. The principal has the final responsibility for enforcing all exclusions.
- C. When the principal or designee suspects a nuisance disease such as pediculosis (lice), the principal or designee may institute screening procedures to determine if, in fact, the disease exists; he/she may exclude the student from school until successfully treated.
- D. Follow-up of suspected communicable disease cases should be carried out in order to determine any action necessary to prevent the spread of the disease to additional children.

Reporting at Building Level

- A. A student who is afflicted with a reportable disease shall be reported by the school principal or designee to the local *or state* health officer as per schedule. Employees learning of a student with a sexually transmitted disease shall report directly to the health department and shall otherwise maintain the information in strict confidence.

- B. When symptoms of communicable disease are detected in a student who is at school, the regular procedure for the disposition of ill or injured students shall be followed unless the student is fourteen (14) years or older and the symptoms are of a sexually transmitted disease. In those instances the student has confidentiality rights that proscribe notification of anyone but the health department. The principal or designee will:
1. Call the parent, guardian or emergency phone number to advise him/her of the signs and symptoms.
 2. Determine when the parent or guardian will pick up the student.
 3. Keep the student isolated but observed until the parent or guardian arrives.
 4. Notify the teacher of the arrangements that have been made prior to removing the student from school.

First Aid Procedures

- A. Wound cleansing should be conducted in the following manner:
1. Soap and water are recommended for washing wounds. Individual packets with cleansing solutions can also be used.
 2. Gloves must be worn when cleansing wounds that may put the staff member in contact with wound secretions.
 3. Gloves and any cleansing materials will be discarded in a lined trash container that is disposed of daily according to WAC 296-823-, Bloodborne Pathogens, and included in the most recent OSPI Infectious Disease Control Guide.
 4. Hands must be washed before and after treating the student, and after removing the gloves.
 5. Treatment must be documented in a health log program.
- B. Thermometers shall be handled in the following manner:
1. Only disposable thermometers or thermometers with disposable sheath covers should be used when taking student's temperatures.
 2. Disposable sheath covers will be discarded in a lined trash container that is secured and disposed of daily.

Handling of Body Fluids

- A. Body fluids of all persons should be considered to contain potentially infectious agents (germs). Body fluids include blood, semen, vaginal secretions, drainage from scrapes and cuts, feces, urine, vomitus, saliva, and respiratory secretions.
- B. Gloves must be worn when direct hand contact with body fluids is anticipated (e.g., treating nose bleeds, bleeding abrasions) and when handling clothes soiled by urine and/or feces, and when diapering children. If gloves are not available, then hand washing is most important in preventing the spread of disease.

- C. Used gloves must be discarded in a secured lined trash container and disposed of daily according to WAC 296-823-, Bloodborne Pathogens, and included in the most recent OSPI Infectious Disease Control Guide. Hands must then be washed thoroughly.
- D. Self-treatment, when reasonable, shall be encouraged.

For other universal precautions, the district shall comply with WAC 296-823-, Bloodborne Pathogens, and the OSPI Infectious Disease Control Guideline.

Special Treatment of Students Infected With HIV

On the disclosure that a student has been identified as having acquired immunodeficiency syndrome (AIDS) (being infected with HIV), the superintendent, principal, parent, local health officer, school nurse, and the private physician shall confer as necessary and determine the appropriate placement of the student. The student will be accommodated in a least restrictive manner, free of discrimination, without endangering the other students or staff. The student may only be excluded from school on the written concurrence of the public health officer and the student's personal physician, that remaining or returning to school would constitute a risk either to the student, or to employees, or other students.

All discussions and records will be treated as confidential, consistent with RCW 70.24.105.

Release of information regarding the testing, test result, diagnosis, or treatment of a student for a sexually transmitted disease, HIV, drug or alcohol or mental health treatment, or family planning or abortion may only be made pursuant to an effective release and only to the degree permitted by the release. To be effective, a release must be signed and dated, must specify to whom the release may be made and the time period for which the release is effective. Students fourteen (14) and older must authorize disclosure regarding HIV or sexually transmitted diseases; students thirteen (13) and older must authorize disclosure regarding drug or alcohol treatment or mental health treatment, and students of any age must authorize disclosure regarding family planning or abortion. Parents must authorize disclosure pertaining to younger students.

Any disclosure made pursuant to a release regarding sexually transmitted diseases, HIV, or drug or alcohol treatment must be accompanied by the following statement:

"This information has been disclosed to you from records whose confidentiality is protected by state law. State law prohibits you from making any further disclosure of it without the specific written consent of the person to whom it pertains, or as otherwise permitted by state law. A general authorization for the release of medical or other information is not sufficient for this purpose."

The district shall ensure that newly hired school district employees receive the HIV/AIDS training regarding:

- A. History and epidemiology of HIV/AIDS
- B. Methods of transmission of HIV
- C. Methods of prevention of HIV including universal precautions for handling of body fluids;

- D. Current treatment for symptoms of HIV and prognosis of disease progression;
- E. State and federal laws governing discrimination of persons with HIV/AIDS; and
- F. State and federal laws regulating confidentiality of a person's HIV antibody status.

New employee training shall be provided within six months from the first day of employment in the district.

Continuing employees will receive information, within one year of district receipt from OSPI, on new discoveries or changes in accepted knowledge of transmission, prevention, and treatment for HIV/AIDS.

RCW 28A.210.010**Contagious diseases, limiting contact — Rules.**

The state board of health, after consultation with the superintendent of public instruction, shall adopt reasonable rules regarding the presence of persons on or about any school premises who have, or who have been exposed to, contagious diseases deemed by the state board of health as dangerous to the public health. Such rules shall specify reasonable and precautionary procedures as to such presence and/or readmission of such persons and may include the requirement for a certificate from a licensed physician that there is no danger of contagion. The superintendent of public instruction shall provide to appropriate school officials and personnel, access and notice of these rules of the state board of health. Providing online access to these rules satisfies the requirements of this section. The superintendent of public instruction is required to provide this notice only when there are significant changes to the rules.

[2009 c 556 § 3; 1971 c 32 § 1; 1969 ex.s. c 223 § 28A.31.010. Prior: 1909 c 97 p 262 § 5; RRS § 4689; prior: 1897 c 118 § 68; 1890 p 372 § 47. Formerly RCW 28A.31.010, 28.31.010.]

Chapter 246-110 WAC

CONTAGIOUS DISEASE—SCHOOL DISTRICTS AND CHILDCARE CENTERS

WAC Sections

246-110-001	Purpose.
246-110-010	Definitions.
246-110-020	Control of contagious disease.

246-110-001

Purpose.

The rules in this chapter identify certain contagious diseases that may affect children, or others who are susceptible, in schools, and childcare centers. When an outbreak or potential outbreak of a contagious disease is identified in a school or childcare center, the rules in this chapter identify what schools, childcare centers and local health officers may do to control or prevent a potential outbreak of the contagious disease. These rules are in addition to other requirements imposed by chapter 246-100 WAC, Communicable and certain other diseases and chapter 246-101 WAC, Notifiable conditions.

These rules do not require school or childcare center personnel to diagnose or treat children.

[Statutory Authority: RCW 43.20.050 and 28A.210.010. WSR 13-15-070, § 246-110-001, filed 7/16/13, effective 8/16/13. Statutory Authority: RCW 43.20.050. WSR 92-02-019 (Order 225B), § 246-110-001, filed 12/23/91, effective 1/23/92; WSR 91-02-051 (Order 124B), recodified as § 246-110-001, filed 12/27/90, effective 1/31/91; WSR 90-21-056 (Order 095), § 248-101-011, filed 10/15/90, effective 10/15/90.]

246-110-010

Definitions.

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise:

(1) "Childcare center" means any facility or center licensed by the department of early learning as described in chapter 43.215 RCW that regularly provides care for a group of children for periods of less than twenty-four hours per day.

(2) "Contact" means a person exposed to a contagious person or animal, or a contaminated source which might provide an opportunity to acquire the infection.

(3) "Contagious disease" means an illness caused by an infectious agent of public health concern which can be transmitted from one person, animal, or object to another person by direct or indirect means including transmission through an intermediate host or vector, food, water, or air. Contagious diseases include, but are not limited to:

- (a) Bacterial Meningitis
 - (i) Haemophilus influenzae invasive disease (excluding Otitis media)
 - (ii) Meningococcal
- (b) Diarrheal diseases due to or suspected to be caused by an infectious agent
 - (i) Cryptosporidiosis
 - (ii) Giardiasis
 - (iii) Hepatitis A
 - (iv) Salmonellosis
 - (v) Shigellosis
 - (vi) Shiga toxin-producing Escherichia coli (STEC)

(c) Diseases spread through the air - Tuberculosis

(d) Vaccine preventable diseases

(i) Chickenpox (Varicella)

(ii) Diphtheria

(iii) German measles (Rubella)

(iv) Measles (Rubeola)

(v) Mumps

(vi) Whooping cough (Pertussis)

(4) "Contaminated" means containing or having contact with infectious agents that pose an immediate threat to present or future public health.

(5) "Exposed" means such association with a person or animal in the infectious stage of a disease, or with a contaminated source, which provides the opportunity to acquire the infection.

(6) "Infectious agent" means an organism that is capable of producing infection or infectious disease.

(7) "Outbreak" means the occurrence of cases of a disease or condition in any area over a given period of time in excess of the expected number of cases as determined by the local health officer.

(8) "School" means each building, facility, and location at or within which any or all portions of a preschool, kindergarten, and grades one through twelve program of education and related activities are conducted for two or more students or children by or on behalf of any public school district and by or on behalf of any private school or private institution subject to approval by the state board of education.

(9) "Susceptible" means a person who has no immunity to an infectious agent.

[Statutory Authority: RCW 43.20.050 and 28A.210.010. WSR 13-15-070, § 246-110-010, filed 7/16/13, effective 8/16/13. Statutory Authority: RCW 43.20.050. WSR 91-02-051 (Order 124B), recodified as § 246-110-010, filed 12/27/90, effective 1/31/91; WSR 90-21-056 (Order 095), § 248-101-021, filed 10/15/90, effective 10/15/90.]

246-110-020

Control of contagious disease.

(1) When a school or childcare center becomes aware of the presence of a contagious disease at the facility, as defined in WAC 246-110-010, the officials at the school or childcare center shall notify the appropriate local health officer for guidance.

(2) When there is an outbreak of a contagious disease, as defined in WAC 246-110-010, and there is the potential for a case or cases within a school or childcare center, the local health officer, after consultation with the secretary of health or designee if appropriate, shall take all appropriate actions deemed to be necessary to control or eliminate the spread of the disease within their local health jurisdiction including, but not limited to:

(a) Closing part or all of the affected school(s) or childcare center(s);

(b) Closing other schools or childcare centers;

(c) Canceling activities or functions at schools or childcare centers;

(d) Excluding from schools or childcare centers any students, staff, and volunteers who are infectious, or exposed and susceptible to the disease.

(3) Prior to taking action the health officer shall:

(a) Consult with and discuss the ramifications of action with the superintendent of the school district, or the chief administrator of the childcare center or their designees on the proposed action; and

(b) Provide the superintendent of the school district or the chief administrator of the childcare center or their designees a written decision, in the form and substance of an order, directing them to take action. The order must set the terms and conditions permitting;

(i) Schools or childcare centers to reopen;

(ii) Activities and functions to resume; and

(iii) Excluded students, staff and volunteers to be readmitted.

(c) Pursue, in consultation with the secretary of health or designee if appropriate, and school or childcare officials, the investigation of the source of disease, or those actions necessary to ultimately control the disease.

[Statutory Authority: RCW 43.20.050 and 28A.210.010. WSR 13-15-070, § 246-110-020, filed 7/16/13, effective 8/16/13. Statutory Authority: RCW 43.20.050. WSR 92-02-019 (Order 225B), § 246-110-020, filed 12/23/91, effective 1/23/92; WSR 91-02-051 (Order 124B), recodified as § 246-110-020, filed 12/27/90, effective 1/31/91; WSR 90-21-056 (Order 095), § 248-101-221, filed 10/15/90, effective 10/15/90.]

Chapter 70.02 RCW**MEDICAL RECORDS — HEALTH CARE INFORMATION ACCESS AND DISCLOSURE****RCW Sections**

- 70.02.005 Findings.
- 70.02.010 Definitions.
- 70.02.020 Disclosure by health care provider.
- 70.02.030 Patient authorization of disclosure.
- 70.02.040 Patient's revocation of authorization for disclosure.
- 70.02.045 Third-party payor release of information.
- 70.02.050 Disclosure without patient's authorization.
- 70.02.060 Discovery request or compulsory process.
- 70.02.070 Certification of record.
- 70.02.080 Patient's examination and copying -- Requirements.
- 70.02.090 Patient's request -- Denial of examination and copying.
- 70.02.100 Correction or amendment of record.
- 70.02.110 Correction or amendment or statement of disagreement -- Procedure.
- 70.02.120 Notice of information practices -- Display conspicuously.
- 70.02.130 Consent by others -- Health care representatives.
- 70.02.140 Representative of deceased patient.
- 70.02.150 Security safeguards.
- 70.02.160 Retention of record.
- 70.02.170 Civil remedies.
- 70.02.180 Licensees under chapter 18.225 RCW -- Subject to chapter.
- 70.02.200 Disclosure without patient's authorization -- Permitted and mandatory disclosures.
- 70.02.210 Disclosure without patient's authorization -- Research.
- 70.02.220 Sexually transmitted diseases -- Permitted and mandatory disclosures.
- 70.02.230 Mental health services, confidentiality of records -- Permitted disclosures.
- 70.02.240 Mental health services -- Minors -- Permitted disclosures.
- 70.02.250 Mental health services -- Department of corrections.
- 70.02.260 Mental health services -- Requests for information and records.
- 70.02.270 Health care information -- Use or disclosure prohibited.
- 70.02.280 Health care providers and facilities -- Prohibited actions.
- 70.02.290 Agency rule-making requirements.
- 70.02.300 Sexually transmitted diseases -- Required statement upon disclosure.

70.02.310 Mental health services -- Records.

70.02.320 Mental health services -- Minors -- Prompt entry in record upon disclosure.

70.02.330 Obtaining confidential records under false pretenses -- Penalty.

70.02.340 Mental health treatment records -- Agency rule-making authority.

70.02.350 Department of social and health services -- Release of information to protect the public.

70.02.900 Conflicting laws.

70.02.901 Application and construction -- 1991 c 335.

70.02.902 Short title.

70.02.903 Severability -- 1991 c 335.

70.02.904 Captions not law -- 1991 c 335.

70.02.905 Construction -- Chapter applicable to state registered domestic partnerships -- 2009 c 521.

Notes:

Record retention by hospitals: RCW 70.41.190.



Instructional Support Services

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TO: Faith Chapel, Superintendent

FROM: Bill Mosiman, Ex Dir. ISS

DATE: March 2014

RE: Policy and Procedure 3247 Use of Restraint and Isolation

Attached for first reading by the Board of Directors is updated Policy and Procedure 3247, Use of Restraint and Isolation. This update is a result of new legislation effective 10/25/13. As part of this legislation all school districts are required to adopt policies and procedures.

USE OF RESTRAINT AND ISOLATION

This policy applies to students with individualized education programs (IEPs) or Section 504 plans while the students are participating in school-sponsored instruction or activities. As required by WAC 392-172A-03120 through 03135, District staff may use restraint or isolation to discourage undesirable student behaviors by special education students only in conjunction with an aversive intervention plan, or to control unpredicted spontaneous behavior that poses a clear and present danger of serious harm to the student, to another person, to property, or of disrupting the educational process. District staff will comply with all limitations and conditions on the use of restraint, isolation, and aversive interventions as required by law.

The District will provide a copy of this policy to parents or guardians of students with IEPs or Section 504 plans when the programs or plans are created. All IEPs must include procedures for notifying parents or guardians regarding the use of restraint or isolation.

The superintendent or a designee will develop procedures to implement this policy.

Cross References:	Board Policy 2161	Education of Students with Disabilities
	Board Policy 2163	Education of Students with Disabilities Under Section 504 of the Rehabilitation Act of 1973
Legal References:	Chapter 392-172A WAC	Rules for the Provision of Special Education
	Chapter 28A.155 RCW	Special Education
	Chapter 28A.600 RCW	Students

USE OF RESTRAINT AND ISOLATION

1. Definitions

The definitions in this subsection apply throughout this section unless the context clearly requires otherwise.

A. "Isolation" means excluding a student from his or her regular instructional area and restricting the student alone within a room or any other form of enclosure, from which the student may not leave.

B. "Restraint" means physical intervention or force used to control a student, including the use of a restraint device.

C. "Restraint device" means a device used to assist in controlling a student, including but not limited to metal handcuffs, plastic ties, ankle restraints, leather cuffs, other hospital-type restraints, pepper spray, Tasers, or batons.

2. Application

The provisions of this section apply only to any restraint of a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973 that results in a physical injury to a student or a staff member, any restraint of a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973, and any isolation of a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973. The provisions of this section apply only to incidents of restraint or isolation that occur while a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973 is participating in school-sponsored instruction or activities.

3. Staff Procedures

Following the release of a student from the use of restraint or isolation, the school must implement follow-up procedures. These procedures must include reviewing the incident with the student and the parent or guardian to address the behavior that precipitated the restraint or isolation and reviewing the incident with the staff member who administered the restraint or isolation to discuss whether proper procedures were followed.

Any school employee, resource officer, or school security officer who uses any chemical spray, mechanical restraint, or physical force on a student during school-sponsored instruction or activities must inform the building administrator or building administrator's designee as soon as possible, and within two business days submit a written report of the incident to the district office. The written report should include, at a minimum, the following information:

A. The date and time of the incident;

B. The name and job title of the individual who administered the restraint or isolation;

- C. A description of the activity that led to the restraint or isolation;
- D. The type of restraint or isolation used on the student, including the duration; and
- E. Whether the student or staff was physically injured during the restraint or isolation and any medical care provided.
- F. Parent Notification

The principal or principal's designee must make a reasonable effort to verbally inform the student's parent or guardian within twenty-four hours of the incident, and must send written notification as soon as practical but postmarked no later than five business days after the restraint or isolation occurred. If the school or school district customarily provides the parent or guardian with school-related information in a language other than English, the written report under this section must be provided to the parent or guardian in that language.

RCW 28A.155.210

Use of restraint or isolation — Requirement for procedures to notify parent or guardian.

A school that is required to develop an individualized education program as required by federal law must include within the plan procedures for notification of a parent or guardian regarding the use of restraint or isolation.

[2013 c 202 § 3.]

Notes:

Findings -- 2013 c 202: See note following RCW [28A.600.485](#).

RCW 28A.600.485

Restraint of students with individualized education programs or plans developed under section 504 of the rehabilitation act of 1973 — Procedures — Definitions.

(1) The definitions in this subsection apply throughout this section unless the context clearly requires otherwise.

(a) "Isolation" means excluding a student from his or her regular instructional area and restricting the student alone within a room or any other form of enclosure, from which the student may not leave.

(b) "Restraint" means physical intervention or force used to control a student, including the use of a restraint device.

(c) "Restraint device" means a device used to assist in controlling a student, including but not limited to metal handcuffs, plastic ties, ankle restraints, leather cuffs, other hospital-type restraints, pepper spray, tasers, or batons.

(2) The provisions of this section apply only to any restraint of a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973 that results in a physical injury to a student or a staff member, any restraint of a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973, and any isolation of a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973. The provisions of this section apply only to incidents of restraint or isolation that occur while a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973 is participating in school-sponsored instruction or activities.

(3) Following the release of a student from the use of restraint or isolation, the school must implement follow-up procedures. These procedures must include reviewing the incident with the student and the parent or guardian to address the behavior that precipitated the restraint or

isolation and reviewing the incident with the staff member who administered the restraint or isolation to discuss whether proper procedures were followed.

(4) Any school employee, resource officer, or school security officer who uses any chemical spray, mechanical restraint, or physical force on a student during school-sponsored instruction or activities must inform the building administrator or building administrator's designee as soon as possible, and within two business days submit a written report of the incident to the district office. The written report should include, at a minimum, the following information:

- (a) The date and time of the incident;
- (b) The name and job title of the individual who administered the restraint or isolation;
- (c) A description of the activity that led to the restraint or isolation;
- (d) The type of restraint or isolation used on the student, including the duration; and

(e) Whether the student or staff was physically injured during the restraint or isolation and any medical care provided.

(5) The principal or principal's designee must make a reasonable effort to verbally inform the student's parent or guardian within twenty-four hours of the incident, and must send written notification as soon as practical but postmarked no later than five business days after the restraint or isolation occurred. If the school or school district customarily provides the parent or guardian with school-related information in a language other than English, the written report under this section must be provided to the parent or guardian in that language.

[2013 c 202 § 2.]

Notes:

Findings -- 2013 c 202: "The legislature finds that preserving a safe and beneficial learning environment for all students requires the establishment and enforcement of appropriate student discipline policies. The legislature further finds that although physical restraint and isolation of a student should be avoided, there may be circumstances where school district boards of directors have authorized these actions to preserve the safety of other students and school staff. Nevertheless, if an incident of student restraint or isolation occurs, school personnel should be held accountable for providing a thorough explanation of the circumstances." [2013 c 202 § 1.]

WAC 392-172A-03120

Aversive interventions definition and purpose.

(1) The term "aversive interventions" means the use of isolation or restraint practices for the purpose of discouraging undesirable behavior on the part of the student. The term does not include the use of reasonable force, restraint, or other treatment to control unpredicted spontaneous behavior which poses one of the following dangers:

- (a) A clear and present danger of serious harm to the student or another person.
- (b) A clear and present danger of serious harm to property.
- (c) A clear and present danger of seriously disrupting the educational process.

(2) The purpose of requiring an aversive intervention plan is to assure that students eligible for special education are safeguarded against the misuse of various forms of aversive interventions. Each school district shall take steps to ensure that each employee, volunteer, contractor, and other agent of the district or other public agency responsible for the education, care, or custody of a student is aware of aversive intervention requirements and the conditions under which they may be used. A school district must not authorize, permit, or condone the use of aversive interventions which violate WAC 392-172A-03120 through 392-172A-03135 by any employee, volunteer, contractor or other agent of the school district responsible for the education, care, or custody of a student eligible for special education. Aversive interventions, to the extent permitted, shall only be used as a last resort. Positive behavioral supports and interventions shall be used by the school district and described in the individualized education program prior to the determination that the use of aversive interventions and development of an aversive intervention plan is a necessary part of the student's individualized education program, in addition to the use of positive behavioral supports and interventions.

[Statutory Authority: RCW 28A.155.090 and 34 C.F.R. Part 300. WSR 13-20-034, § 392-172A-03120, filed 9/24/13, effective 10/25/13. Statutory Authority: RCW 28A.155.090(7) and 42 U.S.C. 1400 et. seq. WSR 07-14-078, § 392-172A-03120, filed 6/29/07, effective 7/30/07.]

WAC 392-172A-03125

Aversive intervention prohibitions.

There are certain interventions that are manifestly inappropriate by reason of their offensive nature or their potential negative physical consequences, or their legality. The purpose of this section is to uniformly prohibit their use with students eligible for special education as follows:

(1) Electric current. No student may be stimulated by contact with electric current.

(2) Food services. A student who is willing to consume subsistence food or liquid when the food or liquid is customarily served must not be denied or subjected to an unreasonable delay in the provision of the food or liquid.

(3)(a) Force and restraint in general. A district must not use force or restraint which is either unreasonable under the circumstances or deemed to be an unreasonable form of corporal punishment as a matter of state law. See RCW 9A.16.100 which prohibits the following uses of force or restraint:

- (i) Throwing, kicking, burning, or cutting a student.
- (ii) Striking a student with a closed fist.
- (iii) Shaking a student under age three.
- (iv) Interfering with a student's breathing.
- (v) Threatening a student with a deadly weapon.

(vi) Doing any other act that is likely to cause bodily harm to a student greater than transient pain or minor temporary marks.

(b) The statutory listing of worst case uses of force or restraint described in this subsection may not be read as implying that all unlisted uses (e.g., shaking a four year old) are permissible. Whether or not an unlisted use of force or restraint is permissible depends upon such considerations as the balance of these rules, and whether the use is reasonable under the circumstances.

(4) Hygiene care. A student must not be denied or subjected to an unreasonable delay in the provision of common hygiene care.

(5) Isolation. A student must not be excluded from his or her regular instructional or service area and isolated within a room or any other form of enclosure, except under the conditions set forth in WAC 392-172A-03130.

(6) Medication. A student must not be denied or subjected to an unreasonable delay in the provision of medication.

(7) Noise. A student must not be forced to listen to noise or sound that the student finds painful.

(8) Noxious sprays. A student must not be forced to smell or be sprayed in the face with a noxious or potentially harmful substance.

(9) Physical restraints. A student must not be physically restrained or immobilized by binding or otherwise attaching the student's limbs together or by binding or otherwise attaching any part of the student's body to an object, except under the conditions set forth in WAC 392-172A-03130.

(10) Taste treatment. A student must not be forced to taste or ingest a substance which is not commonly consumed or which is not commonly consumed in its existing form or concentration.

(11) Water treatment. A student's head must not be partially or wholly submerged in water or any other liquid.

[Statutory Authority: RCW 28A.155.090 and 34 C.F.R. Part 300. WSR 13-20-034, § 392-172A-03125, filed 9/24/13, effective 10/25/13. Statutory Authority: RCW 28A.155.090(7) and 42 U.S.C. 1400 et. seq. WSR 07-14-078, § 392-172A-03125, filed 6/29/07, effective 7/30/07.]

WAC 392-172A-03130

Aversive interventions—Conditions.

Use of various forms of aversive interventions which are not prohibited by WAC 392-172A-03125 warrant close scrutiny. Accordingly, the use of aversive interventions involving bodily contact, isolation, or physical restraint not prohibited is conditioned upon compliance with the following procedural and substantive safeguards:

(1) Bodily contact. The use of any form of aversive interventions which involves contacting the body of a student shall be addressed in the student's aversive intervention plan that meets the requirements of WAC 392-172A-03135.

(2) Isolation. The use of aversive interventions which involves excluding a student from his or her regular instructional area and isolation of the student within a room or any other form of enclosure is subject to each of the following conditions:

(a) The isolation, including the duration of its use, shall be addressed in the student's aversive intervention plan that meets the requirements of WAC 392-172A-03135.

(b) The enclosure shall be ventilated, lighted, and temperature controlled from inside or outside for purposes of human occupancy.

(c) The enclosure shall permit continuous visual monitoring of the student from outside the enclosure.

(d) An adult responsible for supervising the student shall remain in visual or auditory range of the student.

(e) Either the student shall be capable of releasing himself or herself from the enclosure or the student shall continuously remain within view of an adult responsible for supervising the student.

(3) Physical restraint. The use of aversive interventions which involves physically restraining or immobilizing a student by binding or otherwise attaching the student's limbs together or by binding or otherwise attaching any part of the student's body to an object is subject to each of the following conditions:

(a) The restraint shall only be used when and to the extent it is reasonably necessary to protect the student, other persons, or property from serious harm.

(b) The restraint, including the duration of its use, shall be addressed in the student's aversive intervention plan that meets the requirements of WAC 392-172A-03135.

(c) The restraint shall not interfere with the student's breathing.

(d) An adult responsible for supervising the student shall remain in visual or auditory range of the student.

(e) Either the student shall be capable of releasing himself or herself from the restraint or the student shall continuously remain within view of an adult responsible for supervising the student.

[Statutory Authority: RCW 28A.155.090 and 34 C.F.R. Part 300. WSR 13-20-034, § 392-172A-03130, filed 9/24/13, effective 10/25/13. Statutory Authority: RCW 28A.155.090(7) and 42 U.S.C. 1400 et. seq. WSR 07-14-078, § 392-172A-03130, filed 6/29/07, effective 7/30/07.]

WAC 392-172A-03135

Aversive interventions—Individualized education program requirements.

(1) If the need for use of aversive interventions is determined appropriate by the IEP team, the aversive intervention plan must:

(a) Be consistent with the recommendations of the IEP team which must include a school psychologist and/or other certificated employee who understands the appropriate use of the aversive interventions and who concurs with the recommended use of the aversive interventions, and a person who works directly with the student.

(b) Specify the aversive interventions that may be used.

(c) State the reason the aversive interventions are judged to be appropriate and the behavioral objective sought to be achieved by its use, and shall describe the positive interventions attempted and the reasons they failed, if known.

(d) Describe the circumstances under which the aversive interventions may be used.

(e) Describe or specify the maximum duration of each isolation or restraint.

(f) Specify any special precautions that must be taken in connection with the use of the aversive interventions technique.

(g) Specify the person or persons permitted to use the aversive interventions and the current qualifications and required training of the personnel permitted to use the aversive interventions.

(h) Establish a means of evaluating the effects of the use of the aversive interventions and a schedule for periodically conducting the evaluation at least every three months when school is in session.

(i) Include procedures for notifying the parent regarding the use of restraint or isolation.

(2) School districts shall document each use of an aversive intervention, circumstances under which it was used, the length of time of use, and follow the documentation and notification procedures required under ESHB 1688.

(3) School districts must provide a copy of the district policy on its use of isolation and restraint to parents of students eligible for special education.

[Statutory Authority: RCW 28A.155.090 and 34 C.F.R. Part 300. WSR 13-20-034, § 392-172A-03135, filed 9/24/13, effective 10/25/13; WSR 09-20-053, § 392-172A-03135, filed 10/1/09, effective 11/1/09. Statutory Authority: RCW 28A.155.090(7) and 42 U.S.C. 1400 et. seq. WSR 07-14-078, § 392-172A-03135, filed 6/29/07, effective 7/30/07.]

RCW 28A.155.210

Use of restraint or isolation — Requirement for procedures to notify parent or guardian.

A school that is required to develop an individualized education program as required by federal law must include within the plan procedures for notification of a parent or guardian regarding the use of restraint or isolation.

[2013 c 202 § 3.]

Notes:

Findings -- 2013 c 202: See note following RCW [28A.600.485](#).

RCW 28A.600.485

Restraint of students with individualized education programs or plans developed under section 504 of the rehabilitation act of 1973 — Procedures — Definitions.

(1) The definitions in this subsection apply throughout this section unless the context clearly requires otherwise.

(a) "Isolation" means excluding a student from his or her regular instructional area and restricting the student alone within a room or any other form of enclosure, from which the student may not leave.

(b) "Restraint" means physical intervention or force used to control a student, including the use of a restraint device.

(c) "Restraint device" means a device used to assist in controlling a student, including but not limited to metal handcuffs, plastic ties, ankle restraints, leather cuffs, other hospital-type restraints, pepper spray, tasers, or batons.

(2) The provisions of this section apply only to any restraint of a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973 that results in a physical injury to a student or a staff member, any restraint of a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973, and any isolation of a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973. The provisions of this section apply only to incidents of restraint or isolation that occur while a student who has an individualized education program or plan developed under section 504 of the rehabilitation act of 1973 is participating in school-sponsored instruction or activities.

(3) Following the release of a student from the use of restraint or isolation, the school must implement follow-up procedures. These procedures must include reviewing the incident with the student and the parent or guardian to address the behavior that precipitated the restraint or

isolation and reviewing the incident with the staff member who administered the restraint or isolation to discuss whether proper procedures were followed.

(4) Any school employee, resource officer, or school security officer who uses any chemical spray, mechanical restraint, or physical force on a student during school-sponsored instruction or activities must inform the building administrator or building administrator's designee as soon as possible, and within two business days submit a written report of the incident to the district office. The written report should include, at a minimum, the following information:

- (a) The date and time of the incident;
- (b) The name and job title of the individual who administered the restraint or isolation;
- (c) A description of the activity that led to the restraint or isolation;
- (d) The type of restraint or isolation used on the student, including the duration; and

(e) Whether the student or staff was physically injured during the restraint or isolation and any medical care provided.

(5) The principal or principal's designee must make a reasonable effort to verbally inform the student's parent or guardian within twenty-four hours of the incident, and must send written notification as soon as practical but postmarked no later than five business days after the restraint or isolation occurred. If the school or school district customarily provides the parent or guardian with school-related information in a language other than English, the written report under this section must be provided to the parent or guardian in that language.

[2013 c 202 § 2.]

Notes:

Findings -- 2013 c 202: "The legislature finds that preserving a safe and beneficial learning environment for all students requires the establishment and enforcement of appropriate student discipline policies. The legislature further finds that although physical restraint and isolation of a student should be avoided, there may be circumstances where school district boards of directors have authorized these actions to preserve the safety of other students and school staff. Nevertheless, if an incident of student restraint or isolation occurs, school personnel should be held accountable for providing a thorough explanation of the circumstances." [2013 c 202 § 1.]

Chapter 28a.600 RCW

STUDENTS

RCW Sections

- 28A.600.006 Condensed compliance reports -- Second-class districts.
- 28A.600.010 Enforcement of rules of conduct -- Due process guarantees -- Computation of days for short-term and long-term suspensions.
- 28A.600.015 Rules incorporating due process guarantees of pupils with regard to expulsions and suspensions.
- 28A.600.020 Exclusion of student from classroom -- Written disciplinary procedures -- Long-term suspension or expulsion.
- 28A.600.022 Suspended or expelled students -- Reengagement plan.
- 28A.600.025 Students' rights of religious expression -- Duty of superintendent of public instruction to inform school districts.
- 28A.600.030 Grading policies -- Option to consider attendance.
- 28A.600.035 Policies on secondary school access and egress.
- 28A.600.040 Pupils to comply with rules and regulations.
- 28A.600.045 Comprehensive guidance and planning programs for students.
- 28A.600.050 State honors awards program established -- Purpose.
- 28A.600.060 State honors awards program -- Areas included.
- 28A.600.070 State honors awards program -- Rules.
- 28A.600.080 State honors awards program -- Materials -- Recognition by business and industry encouraged.
- 28A.600.100 Washington scholars' program -- Purpose.
- 28A.600.110 Washington scholars' program -- Established -- Scope.
- 28A.600.120 Washington scholars' program -- Administration -- Cooperation with other agencies.
- 28A.600.130 Washington scholars' program -- Planning committee -- Composition -- Duties.
- 28A.600.140 Washington scholars' program -- Principals' association to submit names to office of student financial assistance.
- 28A.600.150 Washington scholars' program -- Selection of scholars and scholars-alternates -- Notification process -- Certificates -- Awards ceremony.
- 28A.600.160 Educational pathways.
- 28A.600.190 Youth sports -- Concussion and head injury guidelines -- Injured athlete restrictions -- Short title.
- 28A.600.200 Interschool athletic and other extracurricular activities for students -- Authority to regulate and impose penalties -- Delegation of authority -- Conditions.
- 28A.600.205 Interscholastic activities -- Appeals from noneligibility issues -- Appeals committee -- Appeals to Washington interscholastic activities association executive board -- Limitations on penalties and sanctions.
- 28A.600.210 School locker searches -- Findings.


- 28A.600.220 School locker searches -- No expectation of privacy.
- 28A.600.230 School locker searches -- Authorization -- Limitations.
- 28A.600.240 School locker searches -- Notice and reasonable suspicion requirements.
- 28A.600.280 Dual credit programs -- Annual report.
- 28A.600.285 Dual credit programs -- Impact on financial aid eligibility -- Guidelines.
- 28A.600.290 College in the high school program -- Rules.
- 28A.600.300 Running start program -- Definition.
- 28A.600.310 Running start program -- Enrollment in institutions of higher education -- Student fees -- Fee waivers -- Transmittal of funds -- Report on program financial support.
- 28A.600.320 Running start program -- Information on enrollment.
- 28A.600.330 Running start program -- Maximum terms of enrollment for high school credit.
- 28A.600.340 Running start program -- Enrolled students not displaced.
- 28A.600.350 Running start program -- Enrollment for secondary and postsecondary credit.
- 28A.600.360 Running start program -- Enrollment in postsecondary institution -- Determination of high school credits -- Application toward graduation requirements.
- 28A.600.370 Running start program -- Postsecondary credit.
- 28A.600.380 Running start program -- School district not responsible for transportation.
- 28A.600.385 Running start program -- Cooperative agreements with community colleges in Oregon and Idaho.
- 28A.600.390 Running start program -- Rules.
- 28A.600.400 Running start program -- Existing agreements not affected.
- 28A.600.405 Participation in high school completion pilot program -- Eligible students -- Funding allocations -- Rules -- Information for students and parents.
- 28A.600.410 Alternatives to suspension -- Encouraged.
- 28A.600.420 Firearms on school premises, transportation, or facilities -- Penalty -- Exemptions.
- 28A.600.455 Gang activity -- Suspension or expulsion.
- 28A.600.460 Classroom discipline -- Policies -- Classroom placement of student offenders -- Data on disciplinary actions.
- 28A.600.475 Exchange of information with law enforcement and juvenile court officials -- Notification of parents and students.
- 28A.600.480 Reporting of harassment, intimidation, or bullying -- Retaliation prohibited -- Immunity.
- 28A.600.485 Restraint of students with individualized education programs or plans developed under section 504 of the rehabilitation act of 1973 -- Procedures -- Definitions.
- 28A.600.486 District policy on the use of isolation and restraint -- Notice to parents and guardians of children who have individualized education programs or plans developed under section 504 of the rehabilitation act of 1973.
- 28A.600.490 Discipline task force -- Development of standard definitions -- Development of data collection standards -- Membership -- Statewide student data system revision.

Notes:

Uniform minor student capacity to borrow act: Chapter 26.30 RCW.

Date: March 7, 2014

To: Faith Chapel, Superintendent

From: Cami Dombkowski, Personnel Director 

Subj: Personnel Actions

Personnel actions recommended for Board approval at the March 13, 2014 School Board meeting are as follows:

Hiring Recommendations: (Subject to acceptable outcome of a criminal history records check and sexual misconduct clearance)

Bouleware, Barbara 2.0 hrs/day Office/Supervision Paraeducator at Ordway Elementary School effective 02/24/14

Snowmassara, Michaela .6 hrs/day Special Education Paraeducator (Pre-School Screening) at Wilkes Elementary School effective 03/03/2014

Changes in Assignment:

Gould, Mara From 1.0 FTE Special Education Teacher to .8 FTE Special Education Teacher and .2 FTE English/Language Arts Teacher at Bainbridge High School effective 09/06/13

Retirements:

Schneider, Boo 1.0 FTE 3rd Grade Teacher at Ordway Elementary School effective 06/30/2014 (19 years at BISD)

Resignations:

Requests for Leave of Absence:

Sonsalla, Rebecca 3.5 hrs/day Secretary at Transportation from 3/3/14 – 05/31/14 to work as temporary Transportation Manager