

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

**Date:** November 14, 2013

**Place:** Board Room – Commodore Commons

### **Board of Directors Present**

Board President Mike Spence

Board Vice President Mary Curtis

Directors – Patty Fielding, Tim Kinkead, Mev Hoberg

### **Call to Order**

Board President Mike Spence called the meeting to order at 5:35 p.m. and a quorum was recognized.

### **Public Comment**

Multicultural Advisory Council representative Katy Curtis said that she and the council wanted to recognize Mary Curtis for her birthday and her years of service as a member of the Board of Directors.

### **Superintendent's Report**

Superintendent Faith Chapel told Board Members that the first meeting of the newly formed Career Technical Education (CTE) Program Review Committee had taken place on the previous day. The committee will be meeting for the next two years to study the research and best practices in CTE programs (in the state and across the country), assess current program offerings, develop vision and guiding principles for the future, and formulate recommendations for future courses and programs. She also mentioned that committee members had the opportunity to spend some time meeting over 30 students who had signed up to participate in the FIRST Robotics Club meeting in the room of club advisor Enrique Chee, Bainbridge High School (BHS) physics teacher.

Ms. Chapel also reported that a meeting of the School Configuration Committee (SCC) had taken place the previous evening – Wednesday, November 13. The committee reviewed data from work that began last year, including results of staff and parent/community surveys and examples of new charts to report school capacity. The committee also received updates regarding enrollment and state funding for the 2013-14 school year. Ms. Chapel reported that there has been a significant increase in enrollment, with the addition of 118 full-time equivalent (FTE) students higher than budgeted. The SCC unanimously approved a recommendation that will be brought to the Board of Directors in December to put school configuration deliberations on hold for at least a year. Ms. Chapel stated that this outstanding committee has done a tremendous amount of work during the past year, and this work will be of value to any future committee that may be convened to discuss grade level configurations or the number, size and location of schools on Bainbridge Island. Board members Patty Fielding and Mary Curtis stated that they had participated in the SCC meeting but would save their remarks for the Board Reports portion of the meeting.

As the meeting transitioned to Board reports, Superintendent Chapel and Board President Mike Spence asked that retiring Director Mary Curtis come forward. Ms. Chapel presented Ms. Curtis with a floral arrangement that she described as symbolic of Ms. Curtis' positive approach and personal warmth and caring. Appreciation was expressed for Ms. Curtis' nine years of service to the district and her ability to bring people together, resolve problems and issues, and serve as an uplifting influence.

Board Director Curtis stated that she had thought about this day for quite some time and had likened it to her husband's experiences in coaching Little League. At the beginning of each season, her husband Stan always told his players three things. He hoped that at the end of the season, each person would say that he had become a better player, that he now knew a bit more about baseball, and that he'd had some fun! (He also hoped they'd won a few games.) Ms. Curtis felt this analogy summed up her time with the district as well.

Director Curtis noted several accomplishments that she felt had benefited students during the past 9 years. The district places greater emphasis on individual students and differentiation. The district provides greater support for

curriculum and instruction with positions such as Teachers on Special Assignment (TOSAs). Curriculum and Program Reviews are conducted with greater depth. These processes take two years, represent a tremendous amount of work, and it has been great to see how they impact students and teaching. Financial challenges have occurred, and new processes have been put into place. Despite the many ups and downs, the budget cuts have been managed by the district with cooperative grace. Everyone has pulled together during the past several years, and the growth of the Foundation has been important. Many people do not realize that the Bainbridge Schools Foundation didn't exist nine years ago.

Director Curtis stated that the district has come a long way with technology, with new emphasis on Science, Technology, Engineering and Math (STEM). It has built two new buildings during the past 9 years and both came in on budget. Both the Bainbridge High School 200 building and Wilkes Elementary have tremendous flexibility. They are built to last and are a great asset to the community. She also reminded everyone that the district returned money to the taxpayers in 2010, following completion of the high school project.

In closing, Director Curtis praised the teachers, students, and district office staff. She thanked everyone for their support and stated, "We have a community that has a history of supporting education—it is a core value here and it is extraordinary."

Board President Mike Spence then stated that "some folks think more with the heart, and some folks think more with the head... Mary's ratio is exactly one-to-one. She says the most brilliant things at exactly the right time, and she has a heart about it. We all know where Mary stands." President Spence went on to present Director Curtis with a plaque, thanking her for her service. Thanks also went to Mary's husband, Stan, for his patience and willingness to share Mary with the school district throughout the years.

### **Board Reports**

Board Vice President Mary Curtis and Director Patty Fielding reported that the School Configuration Committee (SCC) meeting the previous evening had focused on information that had been requested or generated by SCC members and will be helpful to the district. One example was the development of new charts to calculate school capacity and show, with greater specificity, how space is being used at each school. Both directors commented on the talent and dedication of the people who served on the SCC. Ms. Fielding remarked that Superintendent Chapel had asked each committee member to state what he/she learned from the committee work, and what he/she found of value working on this committee. She noted, "We have begun work that will carry forward for the next few years—on topics such as staffing and budget." She reported that one SCC member stated that Bainbridge Island tends to be a community that thinks school closure can't happen, but it can; any district is vulnerable, and the district is wise to think ahead.

Ms. Fielding said that the committee would be collating the comments and organizing them into themes. She stated that although the SCC is recommending that school configuration work be placed on hold, and we are not currently planning to close a school, the committee "has completed baseline work that will position us incredibly well for the next phase of strategic planning, even though there is no big change at the moment."

### **Presentations**

#### ***A. Science, Technology, Engineering & Mathematics (STEM) Update – Robotics***

Greg Moncada, K-8 STEM Coordinator, gave a detailed overview of the district's plan for robotics, which was initiated two years ago. He stated that the plan has been made possible by financial support from the Bainbridge Schools Foundation, grants from the 3M Corporation, Career Technical Education (CTE) funding, and grants from the Bainbridge community.

Mr. Moncada reported that educators at various grade levels held a district robotics summit. They wanted to enhance the curriculum by integrating robotics. The summit led to adopting a uniform platform for the district so that students across the district are using similar equipment and programs. Students in the elementary grades use WEDO kits. Enthusiasm has grown as students learn problem solving, creativity in addition to task solving. Bill Covert, Wilkes 4<sup>th</sup> Grade Teacher, and Paul Sullivan, Odyssey/Eagle Harbor High School Math and Technology Teacher, provided demonstrations of the robots that are created and used by students. They described how the use of robots is integrated into current science units, and how students learn beginning programming/coding skills through robotics.

Students William Hobbs and Gavin Jakubik from the Woodward Middle School Technology Education classes demonstrated remote controlled robots that they had built over the last few weeks in class. At the middle level, students are preparing for competition with other schools.

Board Director Mev Hoberg asked about enrollment of female students in the robotics classes. Mr. Moncada replied that enrollment of female students is currently lower than that of male students in elective classes. However, the girls are having exposure and success in general education classrooms, where all students work with robots. Teachers mentioned that robotics is part of the curriculum at many levels. For example, Enrique Chee, Bainbridge High School (BHS) Science Department Chairman, reported that about 30 % of freshmen take Physical Science, and there is a 6-week unit in that class involving robotics. Mr. Chee, who also serves as the coach for the newly formed BHS FIRST Robotics team, reported that the club has 35 members and 10 mentors, including software engineers and marketers. Over half the mentors are female. He showed a short video that showcased FIRST Robotics Team Competitions. The competition focuses on teamwork, graphic design, modeling, programming, and public relations and the contest will take place in March. This program is being graciously funded by Boeing, ACE Hardware, Office of Superintendent of Public Instruction, (OSPI), and the Bainbridge Schools Foundation (BSF).

Juliette Brown, Gr. 9-12 STEM Coordinator, presented information about a new Biomedical Engineering Club and an App Club at BHS which will focus on programming.

Ms. Chapel thanked all the participants for the demonstrations and for their passion for and commitment to STEM education and robotics. She also thanked Vicky Marsing from the BSF for their support and the grants that have made it possible to implement these new projects and expand educational opportunities for students. BSF is truly an engine of innovation for the district.

*B. Resolution: 02-13-14: Technology Levy*

Superintendent Chapel reported that after several months of Board discussion regarding the district's plans for technology, a formal resolution had been prepared for a Renewal Technology Levy ballot measure to be presented to the community in February. She introduced Deanna Gregory from Pacifica Law Firm, legal consultant for the levy measures. Ms. Gregory reviewed the ballot language in the resolution and offered to answer any questions from the Board of Directors. *Resolution 02-13-14: Technology Levy* reflects the consensus decision of the Board to request \$2.2 million each year for 3 years: 2015-2017. Board members indicated they had reviewed the resolution. Board President Spence asked if the resolution allows for some flexibility, given the pace of technological change in both hardware and software. Ms. Gregory answered in the affirmative, noting that the resolution includes the statement, "including but not limited to computers, devices, etc." Both Directors Kinkead and Fielding requested clarification about the number of years covered by the proposal. Ms. Gregory clarified that tax collections are for calendar years. The Renewal Technology Levy would take place in 2015, 2016, 2017, but those calendar years actually affect portions of 4 academic years (Spring 2015, Fall/Spring 2015-16, Fall/Spring 2016-17, Fall 2017).

**Motion 28-13-14:** That the Board approves *Resolution 02-13-14: Technology Levy* as a ballot measure for the February 11, 2014 Special Election. (Kinkead) The affirmative vote was unanimous.

*C. Resolution 01-13-14: Educational Programs & Operations Levy (EP & O Levy)*

Superintendent Chapel noted that the Educational Programs and Operations Levy (formerly known as a "Maintenance and Operations" Levy) is an essential component of the district's operating budget. It represents 24% of the district's operating revenues and pays for teachers, classified staff, materials and supplies, educational programs (such as special education, the arts, librarians, etc.) and services (such as transportation) that are not fully funded by the state. An EP & O has been submitted to Bainbridge Island voters for decades. President Spence asked for questions, but he noted that Board members have been discussing this ballot measure for months, and there were none.

**Motion: 29-13-14:** That the Board approves *Resolution 01-13-14: Education Programs and Operations Levy* as a ballot measure for the February 11, 2014 Special Election. (Fielding) The affirmative vote was unanimous.

*D. Resolution 03-13-14: Debt Service Fund Certification*

Bainbridge Island School District Business Services Director Peggy Paige informed the Board that on occasion, the district determines that it does not need to collect from taxpayers the amount projected in the adopted budget. In these situations, a “rollback” of a fund collection must be approved by the Board. Ms. Paige stated that after further review of the district’s bond debt structure and the expected federal subsidies, she and the district’s financial advisors recommend a rollback. The district has to be careful not to overfund the Debt Service Fund, per IRS regulations. Approval of Resolution 03-13-14 would save Bainbridge Island taxpayers \$200,000 in 2014 by reducing next year’s Debt Service tax collection from \$7.7 million to \$7.5.

**Motion: 30-13-14:** That the Board approves *Resolution 03-13-14: Debt Service Fund Certification*. (Curtis) The affirmative vote was unanimous.

*E. Resolution 04-13-14: Delegation Resolution for Sale of Bonds*

Dave Trageser, underwriter from D.A. Davidson and Company, said he had been working closely with the BISD staff on the sale of bonds for the remaining \$7 million approved by voters in 2009. This resolution, like those previously approved by the Board, would authorize the Superintendent to move forward with the sale of the bonds, within specific parameters. The proposed schedule anticipates pricing the bonds in early December, and then closing the sale in early January 2014. Mr. Trageser shared documents detailing projected interest rates, costs and yields.

**Motion: 31-13-14** That the Board approves *Resolution 04-13-14: Delegation Resolution for Sale of Bonds*. (Curtis) The affirmative vote was unanimous.

*F. 2013-14 School Improvement Plans*

Associate Superintendent Julie Goldsmith presented School Improvement Plans (SIP) for each of the district’s 7 schools. She also shared a copy of the District Improvement Plan (DIP) with action plans that describe the steps Teachers on Special Assignment (TOSAs) are taking to achieve the outcomes described in the DIP. Ms. Goldsmith said that our mission, as a learning organization, is to make certain that our students are prepared for the global workplace, prepared for college and prepared for personal success. The district has identified outcomes including: 1) students are meeting or exceeding state standards, 2) students are meeting requirements for graduation, 3) students are demonstrating one year of growth in reading and mathematics and, 4) student enrollment in rigorous academic courses is increasing.

Ms. Goldsmith mentioned that the district has hired a consultant who is currently gathering data to analyze student growth in reading and mathematics. Ms. Goldsmith stated that the consultant would return to present her findings at another school board meeting. Three key priorities within the DIP include:

- a. Create formative and summative assessments K-12 with training for staff.
- b. Create a clear framework/instructional model for teaching and learning, and design and align the teacher/principal evaluation system consistent with the instructional model
- c. Define common curriculum and learning targets, focusing on mathematics
- d. Increase the number of students participating in advanced level math courses, and increase the number of STEM-related courses that are offered.

Ms. Goldsmith emphasized the importance of providing training for teachers in Common Core Standards. Ms. Goldsmith stated that each teacher in Gr. K-5 is getting three days of release time to come in and work with the grade level team. The teachers are working with colleagues to make curriculum maps and develop instructional plans for literacy and mathematics. Teachers are reporting that this time is of great value.

Ms. Goldsmith also shared that the district is working to prepare teachers for the change to Smarter Balanced assessments next year. District staff are providing training related to Data Dashboards for administrators and teachers.

Reese Ande, Principal of Blakely Elementary School and Jan Colby, Kindergarten teacher, highlighted their School Improvement Plan. They delineated their goals and some of the strategies that have been used to improve student learning. Mr. Ande stressed the importance of school-wide focus and articulation of instruction. He and Ms. Colby discussed staff commitment to S/T Math and the enthusiastic response to the new math curriculum. They also described how the Blakely staff acknowledges and celebrates successes.

**Motion: 32-13-14** That the Board approves *2013-2014 School Improvement Plans*. (Kinkead) The affirmative vote was unanimous.

*G. Woodward Athletic Field Renovation: Change Order 1*

Director of Facilities and Capital Projects Tamela Van Winkle submitted for Board approval Woodward Athletic Field Renovation, Change Order No.1. This change was for revisions to the drainage plans for the south field. It also included exchanging seeded turf for sodded turf to make the field playable this spring.

**Motion: 33-13-14** That the Board approves Woodward Athletic Field Renovation: Change order 1. (Fielding) The affirmative vote was unanimous.

*H. Policy 6522 – Integrated Vegetation and Pest Management (Second Reading)*

Director of Facilities and Capital Projects Tamela Van Winkle presented an updated and revised version of Policy 6522 Integrated Vegetation and Pest Management. She acknowledged and expressed appreciation for the contributions of community members to the revision of this policy.

**Motion: 34-13-14** That the Board approves the second reading of *Policy 6522 – Integrated Vegetation and Pest Management*. (Hoberg) The affirmative vote was unanimous.

*I. Policy 2021: Library Media Centers (Second Reading)*

Associate Superintendent Julie Goldsmith presented *Policy 2021: Library Media Centers* for a second reading. It incorporates some new policy language. She noted that district librarians and school administrators have reviewed this policy and recommend its approval.

**Motion: 35-13-14** That the Board approves the second reading of *Policy 2021: Library Media Centers*. (Curtis) The affirmative vote was unanimous.

**Personnel Actions**

**Motion: 36-13-14** That the Board approves the Personnel Actions dated November 5, 2013 and November 14, 2013 as presented. (Kinkead) The affirmative vote was unanimous.

**Consent Agenda – Revised**

**Donations:**

1. Donation to Wilkes Elementary in the amount of \$5663.25 from the Wilkes PTO for After School Program staffing for Zeno Math and Lego Club.
2. Donation to Blakely Elementary in the amount of \$3517.46 from Blakely PTO for Renaissance Learning and BoxCars and One-Eyed Jacks, math tools.
3. Donation to Blakely Elementary in the amount of \$1422.54 from Blakely PTO (May 2013) for support of Zeno Math staffing costs.

4. Donation to Ordway PTO in the amount of \$1826.93 from Ordway PTO for support for Ordway Carnival staffing and Zeno Math Club.
5. Donation to the FIRST Robotic Team at Bainbridge High School in the amount of \$1000.00 from ACE Hardware on Bainbridge Island for supplies, tool, and materials.

**Staff Out of State Travel Request:**

Request for Board approval from Woodward Middle School staff member Betsy Garfunkel to travel to Grapevine, Texas to attend the Advancement Via Individual Determination's (AVID) National Conference to be held on December 12-14.

**Student Field Trip: Overnight/Out of State:**

Request for Board approval from Scott Orness, Bainbridge High School Basketball Coach to travel with the Boys Basketball Team to San Diego, California to participate in the Surf and Slam Basketball Tournament to be held on December 26-31, 2013.

**Minutes**

**Board Meeting Minutes from September 26, 2013**

**Board Meeting Minutes from October 10, 2013**

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. In addition, Payroll warrants in the amount of \$ \_\_\_\_\_ are also approved.

(Capital Projects Fund Voucher)

Voucher numbers **4739** through **4746** totaling **\$20,915.90**

(DOR COMP TAX Fund Voucher)

Voucher numbers **131400007** through **131400008** totaling **\$2,721.82**

(General Fund Voucher)

Voucher numbers **2009052** through **20009150** totaling **\$201,794.91**

**PAYROLL**

October 2013 Warrant Numbers:

(Payroll warrant) 1001583 through 1001622

(Payroll AP Warrants) 172243 through 172274

(Manual Warrants) 164991 through 164993

Total: \$2,721,677.67

**Motion: 37-13-14**

That the Board approves the revised Consent Agenda as presented. (Curtis) The affirmative vote was unanimous.

8:05 pm – Board President Mike Spence announced the board would move into an executive session for approximately 20 minutes, following a short recess, to discuss personnel issues.

**Adjournment**

9:05 p.m. – President Spence reconvened the meeting to a public session and immediately adjourned.

---

---

---

---

---

SCHOOL BOARD OF DIRECTORS

ATTEST:

Secretary to the Board of Directors