

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

**Date:** October 24, 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 4:04 p.m., and a quorum was recognized.

### **Study Session: Education Program & Operations/Technology Levies**

Both Superintendent Faith Chapel and Director of Instructional Technology and Assessment Randi Ivancich spoke to the Board regarding the need for both upcoming levies: the Education Programs & Operations (EP &O) Levy and the Technology Levy. These two BISD school levies will expire in 2014 and the district is hoping to renew these levies on the February 11, 2014 ballot. The EP & O Levy is needed as Washington State does not fully fund K-12 public education and as costs have risen, state funding has not kept up with educational costs. Districts, in general, have become more reliant on local funding. Local taxes now account for 24% of the Bainbridge Island School District (BISD) operating budget. Local, non-tax funds (Foundation, PTOs fees) now account for 8% of the BISD operating budget. At a staffing level, it was noted that the current EP & O Levy pays for 11% of our certificated staff and 48% of our classified staff. The maximum request permitted by levy lid is 8.9 million for 2014 levy. A levy for 2015, 2016, and 2017 has a lid level of \$9.5-\$9.7 million for each year.

The current Technology Levy will expire in 2014 and BISD receives no federal or state funding dedicated to technology. The renewal levy will support equity of access to technology for all students. In recent years, technology needs have steadily increased for both staff and students. Replacement cycles for both hardware and software are driven by technological advances—which have been huge in recent years. Four district educators spoke to the need for the technology levy which will better support student learning and curriculum by teachers. Enrique Chee, Bainbridge High School Science Department chair, spoke regarding the need for maintaining and expanding the level of technology in science classrooms. Maureen Wilson, Blakely 4<sup>th</sup> grade teacher, Paul Sullivan, Commodore Math and Technology Specialist, and Kathy Ellison, Teacher-librarian and Technology Coordinator for Sakai Intermediate School, also gave concrete examples of how advances in technology have shaped their teaching and their student's learning. It was noted that online textbooks and other curriculum resources are becoming the standard, and there is increased expectation that each student will be a proficient technology user and creator.

The Board and district staff engaged in discussion of these levy proposals. It was noted that several options have been proposed regarding the dollar amount for the levies. Board members discussed a chart depicting tax rates and per-pupil technology funding for Bainbridge Island and several other districts in the Puget Sound area.

Randi Ivancich, Director of Technology Services, announced that a Technology Open House for the public would be held on November 5<sup>th</sup> in the Board Room and Commodore Commons, from 6-7:30 pm. She also stated that questions or comments regarding either levy proposal should be forwarded to Pam Keyes or Randi Ivancich at the district office.

### **Public Comment**

BISD Parent-Teacher Organization Coordinating Council (PTOCC) President *Janet Woolever* stood up to comment on previous comments made at a meeting on October 10 regarding a campaign issue. She was informed by Board Member Tim Kinkead that statements related to political campaigns should not be made at a public board meeting, and she amended her remarks to eliminate reference to a campaign. Citizen *Rod Stevens* addressed the board regarding his recent records request. Mr. Stevens stated he was unhappy that 7 weeks went by before he was able to

review some requested records. He stated that he was told the delay was due to the need for legal counsel to review the records prior to their release. Mr. Stevens stated that he did not have a great deal of confidence in the lawyer retained by the district and questioned whether the district was receiving good value for its legal services. He stated that he was able to read some of the items that had been struck through with a felt black pen, and questioned why time was spent on redacting those words. Mr. Stevens also suggested that the secretary photocopy the sheets next time, so that redacted words are not able to be read by those who review the records. He stated he would be putting forth his concern in the public media. Mr. Stevens stated that his daughter, a student at Sakai, needed more opportunities for educational challenge. Mr. Stevens stated that he had been working since last May with Sakai staff but had not been satisfied with the educational opportunities provided to his child. He praised the teachers but said that some students were not being selected, as they should have been, to participate in some programs. Mr. Stevens stated that the Board needs to direct school district staff to do a better job of ensuring that school staff carry out necessary changes. Mr. Stevens stated that he feels that staff at the school are not empowered to make changes. He felt that there are very bright students trying to get a challenge in the district, and he believed that parents will start taking their students to private schools if their needs are not met.

### **Superintendent's Report**

Superintendent Faith Chapel reported that a Bainbridge Healthy Youth Summit would be held in early November. Bainbridge Youth Services (BYS), Rotary Club, Raising Reliance (formerly known as the Just Know Coalition) and Bainbridge Island School District (BISD) are partnering to bring forth a Healthy Youth Initiative. Planning sessions for these forums included over 60 people from the medical community, island government, service organizations, the school district, and athletic organizations. Ms. Chapel stated that the first of the three forums will be Saturday, November 2, 2013 from 9 a.m. to 12 p.m. in the BHS Commons. Subsequent forums are scheduled for Saturday, January 11, 2014 and Saturday, March 15, 2014. All three of these gatherings will be focusing on the health of island youth. She invited all interested parties to attend.

In addition, Ms. Chapel stated that BISD would be hosting a Technology Open House on November 5<sup>th</sup> from 6-7:30 p.m. in the Commodore Board Room, Commons, and gym. Teachers and students will be conducting technology demonstrations. She noted that this Open House had been discussed in greater depth during the study session that preceded the Board meeting.

Ms. Chapel also announced that Eagle Harbor High School (EHHS) and the Odyssey Multiage program were recognized as Schools of Distinction for improvement of student learning. The School of Distinction Awards Ceremony will be November 12, 2013 in Renton. In the Puget Sound area, Commodore Options School was one of 43 schools that received this award.

### **Board Reports**

Director Mev Hoberg reported she had more of a "parent report" than an official board member report. She stated she volunteers in the lunchroom on Tuesdays at Woodward Middle School, and this past Tuesday, her time happened to coincide with the Science, Technology, Engineering and Mathematics (STEM) lunches—where both 8<sup>th</sup> and 7<sup>th</sup> graders were able to rotate into different classrooms and see an array of STEM careers. Ms. Hoberg remarked that this was a great way for kids to see what STEM is in real life.

As a follow-up to this report, Julie Goldsmith, Associate Superintendent for Curriculum and Instruction, briefly described the district's desire to promote partnerships between local Science, Technology, Engineering, and Math (STEM) businesses and schools. She stated that career awareness would be enhanced for students who could see adults demonstrating their job skills in STEM-related fields. Ms. Goldsmith suggested that anyone with knowledge of partnership opportunities should contact Greg Moncada, K-8 STEM Coordinator, or Juliette Brown, STEM Coordinator for grades 9-12.

Director Tim Kinkead reported he had met with the Finance Committee earlier in the week.

### **Presentations**

#### *A. Educational Program & Operations/Technology Levies*

Board President Mike Spence reminded the audience that the Board held a study session about the EP & O Levy and Technology Levy from 4:00-5:30 pm. He stated that the Board would need to take formal action by adopting formal

resolutions for these levies at its next meeting on November 14. He then asked Board members to summarize the topics that had been discussed at the study session.

Director Tim Kinkead asked those in attendance to imagine ‘silos of funding’ in public education. He stated that the EP & O Levy represents a significant portion of the district’s General Fund revenues. The ‘main silo of funding’ comes from state allocations (approximately 64% of the General Fund), but these funds are not sufficient to cover the cost of the district’s educational programs and staff. Director Kinkead referenced the study session discussion of the state portion, local portion, and the local non-tax portion of our funding. (Local non-tax revenues include support from the Foundation, PTOs and fees.) He noted that one-third of our current operating revenue comes from local sources which include the current EP & O Levy as well as the local Foundation, PTOs and fees.

Director Fielding stated that EP & O Levy is a primary source of revenue for our district, and it has been in place for many years. It is not optional. It is a critical part of how districts are currently funded in Washington, and BISD is not unique. Most districts have EP & O Levies.

Board members noted that unlike the EP & O Levy that goes into the General Fund, the Technology Levy represents a different ‘silo of funding’ – the Capital Fund. Currently, local taxpayers provide the district with a Technology Levy that pays for staff computers, interactive whiteboard and projectors, computer labs, and basic educational technology for students. The district needs to continue to provide technology resources for teachers and students.

Discussion centered on the five Technology Levy options that were originally presented to the Board last spring and had been more recently narrowed to two options. Director Kinkead stated that students are using computers and online resources for a variety of educational endeavors. They need access to devices and access to the internet. Technology will help teachers as they instruct, but the teacher – not the device – will continue to be the center of the educational process. The Technology Levy is designed to provide the resources that the teachers need to teach in this day and age.

Board President Spence stated there are 3 decisions that must be made regarding the two levies: the date of the election, the term, and the dollar amounts. Spence asked if there was any reason NOT to pick February 11, 2014 for the date of the election. Director Fielding clarified that the February date is consistent with previous EP & O Levies. Superintendent Chapel also noted that by choosing the February date, we would be sharing election costs with 3 other school districts in Kitsap County (North Kitsap, Central Kitsap, and Bremerton).

Spence stated that the proposed duration for both the levies is 3 years. He explained that the Legislature approved a temporary levy lid lift of 4% that will expire in 2017. This increase was designed to help districts work with local communities to address recession-related budget cuts imposed by the state. Board members agreed that a 3-year levy would make sense, since it is not clear what will happen with levy lids after 2017.

Third, the board members discussed the amount of the levies. The amount proposed for the Technology Levy is \$2.2 million per year for 3 years. The EP & O Levy lid is projected to be \$9.5 million for 2015, \$9.6 million for 2016, and \$9.7 million for 2017. Before it comes before the Board for final approval, Director Kinkead stated that he would like additional information regarding the Technology Levy.

Board President Spence then asked for public comment regarding the proposals. Citizen *Sheila Jakubik* asked about the stability of the taxes in relation to both levies. The board had concluded that despite some fluctuation, local school taxes have remained stable for the past several years. Some bonds were refunded and reduced projected tax rates, but the goal had been to keep taxes stable. Directors stated that this next EP & O and Technology Levies would ask Islanders for a slight increase. The combined increase for both measures would be @ \$10 per month for the median-priced home. Citizen *Rod Stevens* stated that he felt many senior citizens in the community wouldn’t get I.T. (Information Technology) and will see it as a bottomless pit. Mr. Stevens also took issue with accountability for the Technology Levy. As a critical voter, he stated that he wants to know ‘how this new money will move the needle. Where does it take us from where we currently are? What is the benchmark? How are we performing today in technology?’ Mr. Stevens asked if the Directors on the Board have looked at the Washington Technology Standards. Mr. Stevens went on to ask how this levy would align with these standards.

Director Kinkead noted that these points were well-taken. He stated that the District has gotten better at clearly defining the impact goals that we seek. Citizen *Dawn Janow* remarked that student's educational materials have been transformed in recent years with technology, and she feels that standards are secondary.

After further discussion, Board Director Mike Spence asked other directors to indicate their responses to the 3 key issues related to the levies. Board members reached consensus that the election date should be February 11, 2014; there should be a 3-year term for both levies; the dollar amount for the Technology Levy request should be \$2.2 million per year (2015-17); and the EP & O Levy requests should be \$9.5 million (2015), \$9.6 million (2016) and \$9.7 million (2017).

#### *B. Six Year Capital Facilities Plan*

Superintendent Chapel stated that Tamela Van Winkle was not in attendance at this meeting but had provided board members with an updated draft of the Six Year Capital Facilities Plan which contained revisions on page 22. The changes were made following discussion at the last board meeting. Ms. Chapel reminded the Board that Ms. Van Winkle had informed the Board of a study and survey process that is currently being conducted using funds from a state grant. This study will result in a detailed report on the condition of district facilities. This report should be completed in early 2014. Board members agreed that the Six-Year Capital Facilities Plan should reflect the fact that no decisions about future capital requests to community will be made until this information is collected, analyzed and discussed. The chart on page 25 of the draft was revised to reflect this change.

Director Mary Curtis stated that an additional correction should be made to page 21, paragraph 3. Wilkes Elementary School should be included on the list of facilities that are 'up to code.' Board President Spence asked if there was comment from the public on this item, and there was none. Board President Spence stated they would send the Six-Year plan to the city as required by the Growth Management Act.

**Motion 22-13-14:** That the Board approves the second reading of the Six-Year Capital Facilities Plan. (Kinkead) The affirmative vote was unanimous.

#### *C. Policy 2151 – Interscholastic Activities Programs (Second Reading)*

Associate Superintendent Julie Goldsmith stated this was the second reading of the policy. A small change was made on page 1, stating that in order to deviate from the syllabus, a coach must secure permission from the Principal or Athletic Director. Also, the Washington State School Directors Association (WSSDA) recommends a minor revision to Policy 2151 based on the passage of the new law legalizing marijuana in the state of Washington. WSSDA officials recommend that marijuana and cannabis should be included as substances for which a student may be suspended.

**Motion 23-13-14:** That the Board approves the second reading of Policy 2151, - Interscholastic Activities Programs. (Hoberg) The affirmative vote was unanimous.

#### *D. Policy 2255 – Alternative Learning Experience Programs (Second Reading)*

Associate Superintendent Julie Goldsmith noted that WSSDA has revised this policy to align with changes in state law. In the past few years, they have begun to closely align wording in policies and procedures with the language in the Washington Administrative Code (WAC) and the Revised Code of Washington (RCW). The WAC states: "The board of directors of a school district claiming state funding for alternative learning experiences, **must adopt and annually review** written policies authorizing such alternative learning experiences, including each alternative learning experience program and program provider."

**Motion 24-13-14:** That the Board approves the second reading of Policy 2255 – Alternative Learning Experience Programs. (Curtis) The affirmative vote was unanimous.

#### *E. Policy/Procedure 2012: Library Media Centers*

Associate Superintendent Julie Goldsmith noted that a draft of this new policy had been introduced to the Board several weeks before. Additional work has been done on the draft by librarians Kathleen Pool and Kathy Ellison, com-

munity member Tom Greene, and Mr. Goldsmith. Ms. Goldsmith also mentioned that Citizen Tom Greene had some procedural concerns. After lengthy discussion regarding the Request for Reconsideration of Library Media Materials, it was decided to change the word “Librarian” to state that the “‘Librarian and the parent’ may contact the American Library Association’s Office of Intellectual Freedom for the purpose of gathering information and guidance on the reconsideration request.” This statement acknowledges that the parent may pursue more information as well as the librarian.

Citizen Tom Greene went on to suggest that cutting out the words “Common Core” from the body of Policy 2012 and leaving in the words ‘state standards’ (in lower case), would align the language of this policy with others.

**Motion 25-13-14:**

That the Board approves the first reading of Policy 2021 – Library Media Centers as amended. (Kinkead) The affirmative vote was unanimous.

Board President Spence wanted it noted that he appreciated Citizen Greene bringing forth these issues and also appreciated his approach. Mr. Greene collaborates with others and helps to solve problems. Director Mary Curtis concurred and stated that Mr. Greene helps to address issues by meeting with the teachers and administrators. Ms. Goldsmith also interjected that he usually calls her and lets her know when he has concerns and when he will be attending meetings.

***F. Monthly Technology Report***

Director of Technology Services, Randi Ivancich, stated that her report still reflects elements of the 2012-13 Technology Levy budget, and she noted there is a \$318, 431 carryover. A portion of these funds were purposely deferred as the staff wanted to see if less expensive devices might meet their needs. There were also many new options that Technology staff wanted to investigate.

Also included in Ms. Ivancich’s report was a long, bulleted list compiled by BISD Network Supervisor Bob Morley of networking and infrastructure tasks that BISD technology staff have accomplished in the past six months. Director Ivancich praised Bob for always being one step ahead of the curve in addressing the district’s ever-changing technology needs.

Ms. Ivancich informed the Board that the Frogrock changes and Bring your Own Device (BYOD) rollout are going to be occurring over the next few months. Individual schools are getting the new Electronic User Agreements (EUA) in place, and she feels that the district is within weeks of issuing Frogrock email accounts to be used by most students and staff. She noted that Frogrock accounts are already being used by at least one classroom at Sakai with great results.

In response to questions from Board members, Ms. Ivancich stated that the Frogrock accounts are for students and teachers to collaborate on school work. At the high school level, the student Frogrock accounts can send messages within and outside the district. In the middle school grades, they may be used only for school communications within the district. The intermediate school wanted to take a more conservative approach and allow sending and receiving only to “bisd303.org accounts” (i.e. only to teachers - not to classmates or other Frogrock accounts).

Board Director Fielding asked how the BYOD plan will work. Ms. Ivancich explained that students will be able to bring their own device to school—but they will need to know how to link-in with their own device’s settings. The student would have access to the internet with a content-filtered portal. District-owned devices have access to district-owned drives, whereas a personally owned device does not have capacity to access these drives.

Google drive was also discussed as a great teaching feature as students will be able to access this on all computers and portable devices. Multiple users can edit or work on a document at the same time, which will allow for greater collaboration between student groups and collaboration with teachers. It was also mentioned that at the high school level, classrooms of students are using a district drive to save portfolios of documents and photos. This may eventually migrate to a ‘cloud’ saving spot where students would have access from different locations.

### *G. Monthly Financial Report*

Director of Business Services, Peggy Paige, reported that the total General Fund revenues up to September 30 were higher than the same period last year. Tax collections are currently above the expected average, and the district received more money than expected from local taxes which indicates that people are paying more in a timely manner. State funds are coming in per budget. In January, there will be an adjustment due to increased enrollment, and the state will prorate the funds for the rest of the year. Federal revenues have been adjusted for revenues that were accrued to FY 12/13. The balance of these revenues will be received in October and negative balance will be zeroed out.

A board director asked if the district was at risk for exceeding budget capacity due to the increased enrollment. Ms. Paige stated that the district doesn't have to worry about exceeding revenues, but it does have to consider capacity for expenditures. On October 1, enrollment was 118 Full-Time Equivalent (FTE) students higher than budgeted.

Expenditures for the year to September 30 total \$3.4 million, which is 23.4% higher than for the same period last year. Year-to-date expenditures are above the average.

Total expense for Regular (Basic) Education increased 30.5% over last year and is above the average. This increase is due to salary adjustments (restoration of previous year reductions), payment for extra days at the beginning of the school year and tech levy related professional development.

Total special education costs are up 15% compared to last year and are above the 3year average. This area is also impacted by salary restoration and payment for extra days. Vocation expense is down from last year and the average, and other category expenditures have fluctuated both up and down. Transportation/Motor Pool expenditures are below last September, but this is likely due to a variation in the purchasing pattern for bus supplies/parts. Costs for operation of buildings are down from last year and the average. Last year, we had increased expenses early in the year when we standardized custodial purchasing in the district. Utilities currently reflect only a reimbursement. Payments made in September were accrued to prior year. Food Service and Maintenance are both in line with the average. Information Services is up from prior year. These increases are related to contract renewal and purchases that are expected to be reimbursed with Tech Levy funds later in the year. Central Office expenditures are currently running below the average.

Ms. Paige reported that Net cash outflow during September \$813, 198. As of September 30, 2013, the closing cash balance in the General Fund was \$2,287,560.

### **Personnel Actions**

#### **Motion 26-13-14:**

That the Board approves the Personnel Actions dated October 18, 2013 and October 24, 2013 as presented. (Fielding) The affirmative vote was unanimous.

### **Consent Agenda**

1. Donation  
Donation to Bainbridge High School in the amount of \$3,830.00 (total) from various donors for the newly formed Mimi Fellores Memorial Scholarship Fund for graduating seniors.
2. Donation  
Donation to Bainbridge High School in the amount of \$3,000.00 from the Rotary Club of Bainbridge Island to support student scholarships related to the Salish Sea Expedition field trip.
3. Donation  
Donation to Bainbridge High School in the amount of \$1,000.00 from Harry Abernathy to support the InvestEd Scholarship Fund.

4. Donation  
Donation to Bainbridge School District in the amount of \$3,500.00 from the Bainbridge Schools Foundation to support the teacher lunch program.
5. Donation  
Donation to Wilkes Elementary School in the amount of \$1,000.00 from Northwest International Student Exchange to support the October Chinese Student Exchange Program.
6. Minutes from September 12, 2013 School Board Meeting (new)
7. Donation  
Donation to Woodward Middle School in the amount of \$3000.00 from Bainbridge Roots Basketball for the purchase of new backboards

**Motion: 27-13-14**

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

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

(General Fund)

Voucher numbers **2008922** through **2009051** totaling **\$240,702.25**

(DOR COMP TAX Fund)

ACH numbers **131400004** through **131400006** totaling **\$9,504.18**

(Associated Student Body Fund Voucher)

Voucher numbers **4001021** through **4001047** totaling **\$24,801.09**

(Capital Projects Fund Voucher)

Voucher numbers **4734** through **4738** totaling **\$584,041.82**

6:58 p.m. – Board President Mike Spence announced the board would move into an executive session for 20 minutes to discuss collective bargaining.

**Adjournment**

7:20 p.m. – President Spence reconvened the meeting to a public session and immediately adjourned.

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SCHOOL BOARD OF DIRECTORS

ATTEST:

Secretary to the Board of Directors

