

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

**Date:** January 9, 2014

**Place:** Board Room – Commodore Commons

**Board of Directors Present**

Board President – Mike Spence

Directors – Tim Kinkead, Mev Hoberg

**Excused**

Patty Fielding, Sheila Jakubik

**Call to Order**

5:34 p.m. – Board President Mike Spence called the meeting to order and a quorum was recognized.

**Public Comment**

No public comment.

**Superintendent’s Report**

Superintendent Faith Chapel reported on a multi-agency meeting regarding mental health issues, specifically as those issues impact young people. Ms. Chapel also noted a recent district administration workshop about crisis intervention. There is a shared concern in the community about how to help families cope with a very difficult situation for which there are limited resources.

Ms. Chapel shared a press release from the State Supreme Court following up on its ruling that the state had not met its constitutional obligation to fully fund basic education. The court said the Legislature took “meaningful steps” last year but was “not on target” to implement the key funding promises it had made in earlier years. The court wrote it was clear “the pace of progress must quicken,” calling for lawmakers to write a complete plan by April for phasing in billions of dollars of extra funding by 2018. The complete press release is available at: <http://www.theolympian.com/2014/01/09/2922593/mccleary-state-supreme-court-wants.html#storylink=cpy>

Ms. Chapel noted the community received in the mail, an informational brochure regarding the renewal of Educational Programs and Operations and Technology Levies. Ms. Chapel recognized the Bainbridge Island Public Schools Supporters Co-Chairs Janet Woolever (present) and Scott Reynvaan for their work running the levy campaign.

**Board Reports**

Mev Hoberg reported attending the monthly Parent Teacher Organization Coordinating Council (PTOCC) meeting Thursday morning. At the meeting, the Bainbridge Island Public Schools Supporters presented information about the Educational Programs and Operations, and Technology Levies. In addition, it was announced the Commodore Options Programs Open House was scheduled for February.

**Presentations**

*A. Wilkes Elementary Project – Final Completion*

Director of Facilities and Capital Projects Tamela Van Winkle opened the presentation by thanking the many people that assisted with the process leading to Final Completion of the new Wilkes Elementary School project. She noted obtaining Final Completion was a complicated process, taking an “orchestra” of

“musicians” and resulting in a school that beautifully exemplified the communities’ history of placing a high priority on education, and their understanding of the connection between facilities and effective program delivery. Amongst those contributing to the success of the project were the Capital Projects and Maintenance staff, Nancy Josephson – Capital Projects Manager, contractor Spee West, the design team of Malham Architects, various state and local agencies, the school board, the superintendent, and the students, staff and parents of the district.

In addition to information about Final Completion, Ms. Van Winkle presented statistics related to the Wilkes Elementary project outcome as follows: Opened: 2012; Gross Square Feet: 70,509; Construction Bid: \$21,359,000; Construction Final Cost: \$21,714,411; Cost per Square Foot: \$308; Architect: Mahlum; General Contractor: Spee West Construction. Ms. Van Winkle also provided statistics for other elementary school construction projects in the area as a cost comparison demonstration. Other projects highlighted included:

1) Bellevue School District - Cherry Crest Elementary School

*Opened:* 2012      *Gross Square Feet:* 76,950  
*Construction Bid:* \$22,349,000  
*Construction Final Cost:* \$22,838,769  
*Cost per Square Foot:* \$297  
*Architect:* NAC Architecture  
*General Contractor:* Bayley Construction

2) Snohomish School District - Machias Elementary School

*Opened:* 2011      *Gross Square Feet:* 70,370  
*Construction Bid:* \$20,045,867  
*Construction Final Cost:* \$21,355,894  
*Cost per Square Foot:* \$303  
*Architect:* NAC Architecture  
*General Contractor:* Graham Construction.

3) Lake Washington School District – Carl Sandburg Elementary School

*Opened:* 2012      *Gross Square Feet:* 66,580  
*Construction Bid:* \$20,674,000  
*Construction Final Cost:* \$21,720,911  
*Cost per Square Foot:* \$326  
*Architect:* NAC Architecture  
*General Contractor:* Spee West Construction

4) Lake Washington School District – Rachel Carson Elementary School

*Opened:* 2008      *Square Feet:* 56,506  
*Construction Bid:* \$16,100,000  
*Construction Final Cost:* \$17,500,000  
*Cost per Square Foot:* \$310  
*Architect:* Integrus Architecture  
*General Contractor:* Kassel Construction

5) Medina, Washington – St. Thomas School

*Opened:* 2008      *Square Feet:* 55,000  
*Construction Bid:* Not Available  
*Construction Final Cost:* \$19,500,000  
*Cost per Square Foot:* \$355

*Architect:* Bassetti Architects  
*General Contractor:* Sellen Construction

6) Lake Washington School District – Benjamin Rush Elementary School

*Opened:* 2013      *Square Feet:* 67,250

*Construction Bid:* \$23,765,374

*Construction Final Cost:* \$24,873,086

*Cost per Square Foot:* \$370

*Architect:* Integrus Architecture

*General Contractor:* Mortenson Construction

Ms. Van Winkle also presented an energy consumption comparison between the old Wilkes Elementary School and the new school that demonstrated a 36% savings realized with the new school. At the conclusion of the presentation, several Wilkes Elementary staff and parents spoke about the beautiful new school, and how it functions as an educational learning space. Following these testimonies, the letter from Mahum Architects recommending Final Acceptance of the Wilkes Elementary School Building Replacement was noted. The letter informs the district that Wilkes Elementary School was constructed in accordance with the contract documents.

**Motion 44-13-14:**

That the Board approves the Final Acceptance of the Wilkes Elementary School Replacement dated January 9, 2014. (Hoberg)  
The affirmative vote was unanimous. (Hoberg, Spence, Kinkead)

*B. Change in Basic Education Requirements for Secondary Instructional Hours*

Superintendent Faith Chapel explained the Washington State Legislature mandated changes to the basic educational instructional hour requirement for Grades 7-12, beginning in the fall of 2014. Currently, school districts are required to provide all students in Grades 1 – 12 with a minimum of 1000 hours of instruction over a period of 180 days. This requirement remains the same for students in Grades 1-6, but students in Grades 7-12 will need to receive 1080 hours of instruction beginning with the 2014-2015 school year. Ms. Chapel noted this change was inserted into budget negotiations at the end of the special legislative session in June, and school districts were taken by surprise when they learned of this new requirement in July. Since that time, districts have raised numerous questions related to funding allocations and implementation guidelines.

Following Ms. Chapel's opening remarks, Associate Superintendent Julie Goldsmith further explained the implications of the new requirement of 1080 hours of instruction for students in Grades 7-12. She stated "instructional hours" included all time in a school day from the beginning of the first scheduled class period to the end of the last scheduled class period, reduced by time actually spent for meals (by students). The definition of the "school day" was presented as was the requirement for districts with full-day parent teacher conferences need to apply for a waiver to be compliant with the Basic Education Act. Noting the changes needed for 2014/15, Ms. Goldsmith stated the current hours per year for secondary grades were 1003, which means 77 instructional hours (approximately 27 minutes per day) will need to be added next year. It was also noted that all district schools participated in early release each Monday for Professional Development and Collaboration, which equates to a total of 33 days (49.5 hours).

While approximately \$465K will be provided to the district by the state to support this new mandate, those funds will not totally cover the cost for compliance with the new law. Options being considered by the district to meet the new instructional hours requirement include:

1) Increase the length of the school day for all students by 27 minutes per day. *Positive impacts* – a) Compliance with the new state requirement; b) Additional instructional time for students. *Potential Negative Impacts* – a) Increased working time for all staff (certificated and classified) – would need to

work with all bargaining units to determine compensation needs; b) Impact on bud schedule – may need to start secondary before elementary; c) Ongoing costs in excess of \$1.3 million.

2) Increase the length of the school day for 7-12 students by 27 minutes per day within a 6-period schedule. *Positive Impacts* – a) Compliance with the new state requirement; b) Additional instructional time for 7-12 students. *Potential Negative Impacts* – a) Increased working time for all 7-12 staff (certificated and classed) – would need to work with all bargaining units to determine compensation; b) Would create a bifurcated pay structure; c) High school classes would be very long; d) Impact on bus schedule – may need to start secondary before elementary and create 3 bus runs; e) Ongoing cost of over \$600K.

3) Increase the length of the school day for 7-12 students to create a 7-period schedule. *Positive Impacts* – a) Compliance with new state requirement; b) Additional instructional time for 7-12 students; c) More class options for students. *Potential Negative Impacts* – a) Increased working time for all 7-12 staff (certificated and classified) – would need to work with all bargaining units to determine compensation; c) Would need to hire 16 additional teachers; d) Impact on bus schedule – may need to start secondary before elementary and crate 3 bus runs; d) Ongoing cost of over \$1.4 million.

4) Replace weekly early release professional development/collaboration time with 5 full non-school days. *Positive Impacts* – a) Increases instructional hours for students by 49.5 hours without additional cost; b) Maintains critically needed time for teacher (TPEP, Common Core Standards, Smarter Balanced Assessments, etc.). *Potential Negative Impacts* – a) Decrease time for teacher professional development (from 49.5 to 35); b) Need to change calendar to imbed 5 additional days during the school year – could impact start/end of school year, mid-winter or other transitional breaks; c) Ongoing cost approximately \$500K.

Ms. Goldsmith noted the next steps in the process to prepare for compliance with the new requirement is a continuation of discussions by the Board of Directors regarding priorities and parameters and, with the Board’s guidance, work with impacted bargaining units and administrators to develop recommendations for 2014/15, and bring a final recommendation to the Board of Directors for approval.

### *C. Code.org Pilot Project & District Partnership*

Superintendent Faith Chapel provided an overview of a pilot project proposed by Code.org – a non-profit organization focused on bringing Computer Science to every K-12 school. She noted select school districts were being given the opportunity to participate in a four-year pilot program consisting of a package of nationally-recognized computer science courses that include complete curriculum resources and multi-year teacher professional development. Costs for the instructional materials and teacher training (including teacher stipends) will be covered by Code.org.

The first phase of the pilot project is focused on the high school component – specifically, teacher training for the “Exploring Computer Science” course and the agreement to implement at least one section of this course next fall. School districts that apply for the project must identify at least one secondary teacher willing to participate in preparing for and implementing this course. Ideally, Code.org would like participating districts to enlist schools in Grades K-8 to implement computer science units of study as they become available. Ms. Chapel noted district principals believe there will be student interest in the course offerings, and were enthusiastic about this opportunity.

#### **Motion 45-13-14:**

That the Board approves the Code.org Pilot Project and District Partnership. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Hoberg)

*D. Final School Configuration Committee Report*

Superintendent Faith Chapel noted the Board of Directors received a draft of the School Configuration Committee's (SCC) report and recommendations at their December 12, 2013 meeting. During that meeting, the Board approved the SCC recommendation that "the work of the School Configuration Committee and any consideration of changes to school configuration be placed on hold for at least one year." The consensus was that current conditions suggested it would be prudent to observe future enrollment and financial trends before conducting further discussion of configuration changes that would impact a significant percentage of the district's students, staff and families. Ms. Chapel noted a few minor modifications had been made to the report since the December 12 meeting. The final report and full set of committee recommendations were presented for Board consideration and approval.

**Motion 46-13-14:**

That the Board approves the School Configuration Committee's final report and recommendations. (Hoberg) The affirmative vote was unanimous. (Hoberg, Kinkead, Spence)

*E. District Financial Report*

Director of Business Services Peggy Paige provided a summary of financial activities for the month ending November 30, 2013. Focusing on the area of the General Fund, it was noted that total revenues to November 30 were \$10.7 million, 3.6% more than for the same period last year. Tax collections were slightly above the expected average, and local nontax revenues were below average. State revenues were consistent with state funding expectations and budgeted enrollment. Total expenditures for the year to November 30 total \$10 million, which is 9.1% higher than for the same period last year. Total Special Education costs were up 11.7% compared to last year, with this area impacted by salary restoration and payment for extra days. Vacation expense was down from last year, and certificated salaries should come in below budget due to staffing changes. Transportation/Motor Pool expenditures were below last October but this is primarily due to a delay in the district's insurance payment. Utilities were lower than last October and below the expected average but there was a delay in billing from PSE. Maintenance was up from prior year due to some necessary (but unbudgeted) costly repairs related to a sewer lift station and also a variation in payment cycle for contracted purchases that are expected to be reimbursed with Tech Levy funds later in the year. Central Office expenditures were up from prior year and currently running above the average. It was noted that there have been unbudgeted expenditures (review of all certificated personnel files, leasehold tax due on parking revenues) and atypical levels of expense in substitute costs, overtime and legal fees. The net cash outflow during November was \$961,635, and the closing cash balance in the General Fund was \$3,437,725.

*F. Policy/Procedure 3122 – Excused and Unexcused Absences (First Reading)*

Associate Superintendent Julie Goldsmith presented revised Policy and Procedure 3122 Excused and Unexcused Absences for a first reading. It was noted that the Washington Legislature amended RCW 28A.225.030 and 28A.225.035 to change the mandatory truancy petition filing provisions to apply only to students under seventeen years of age. The amendments also require initial petitions to contain information about the student's academic status, and prohibit issuance of a bench warrant at an initial truancy hearing. In addition, school districts must periodically update the court about the child's academic status in school on a schedule to be determined by the court, with the first report to be received no later than three months from the state at which the court assumes jurisdiction. The revised policy and procedures reflect these changes.

**Motion 47-13-14:**

That the Board approves the first reading of Policy 3122 Excused and Unexcused Absences. (Kinkead) The affirmative vote was unanimous. (Kinkead, Hoberg, Spence)

**Personnel Actions**

**Motion 48-13-14:**

That the Board approves the Personnel Agendas dated January 6, 2014 (revised) and January 9, 2014 as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Hoberg, Spence)

**Consent Agenda**

**Donations**

1. Donation to Ordway Elementary School in the amount of \$1,861.26 from the Ordway PTO to support the purchase of supplies and instructional materials.
2. Donation to Bainbridge High School in the amount of \$4,022.25 from the Spartan Booster Alumni Club for BHS student athlete's scholarships to support participation fees for fall sports.
3. Donation to Bainbridge High School in the amount of \$10,000.00 from Lois Paski as the annual donation to the Paski Scholarship Fund.
4. Donation to Odyssey Multiage Program in the amount of \$2,942.21 from the Odyssey PTO to support the Outstanding Osprey Awards and Outdoor Education expenses.

**Student Field Trip - Overnight**

1. Request for Board approval from Blakely Elementary Principal Reese Ande for Blakely fourth grade students to attend Nature Bridge (Lake Crescent – Port Angeles) for their Outdoor Education experience May 21 – 23, 2014.
2. Request for Board approval from Woodward Middle School teacher Darcy Herrett and six Woodward art students to attend Arts Camp – Centrum, in Port Townsend, Washington March 2 – 7, 2014.

**Staff Travel – Out-of-State**

1. Request for Board approval from Bainbridge High School Career Technical Education teacher Preston Michaels to attend the 2014 3D Printing Seminar and Expo January 30 – February 1, 2014 in Burbank, California.

**Minutes from the December 12, 2013 School Board Meeting**

**Minutes from the December 3, 2013 School Board Study Session**

**December 2013 Payroll:** Payroll Warrant Numbers 1001664 – 1001698  
Payroll AP Warrant Numbers 172304 – 172333  
Manual Warrant: 164995  
**Total: \$2,811,385.07**

**Motion 49-13-14:**

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

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.

(AP ACH Fund Voucher)

Voucher numbers **131400068** through **131400101** totaling \$ **4,225.51**.

(General Fund Voucher)

Voucher numbers **2009339** through **2009441** totaling \$ **344,483.29** .

(Capital Projects Fund Voucher)

Voucher numbers **4764** through **4773** totaling \$ **206,026.46** .

(Associated Student Body Fund Voucher)

Voucher numbers **4001071** through **4001089** totaling \$ **15,605.38**.

(General Fund Voucher)

Voucher numbers **2009442** through **2009527** totaling \$ **274,209.29** .

(Capital Projects Fund Voucher)

Voucher numbers **4774** through **4790** totaling \$ **99,009.07** .

(AP ACH Fund Voucher)

Voucher numbers **131400102** through **131400104** totaling \$ **3,243.85** .

**Adjournment**

7:22 p.m. – Board President Mike Spence adjourned the meeting.