

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

**Date:** January 15, 2015

**Place:** Board Room – Commodore Campus

**Board of Directors Present**

Board President – Mev Hoberg

Directors – Mike Spence, Tim Kinkead

**Excused**

Patty Fielding, Sheila Jakubik

**Call to Order**

4:39 p.m. Board President Mev Hoberg called the study session to order and a quorum was recognized.

**Study Session – Capital Facility Master Plan Process and Timeline**

The following study session focused on a revised/updated timeline to the 2005 MasterPlan.

Director of Capital Projects Tamela VanWinkle updated the timeline since the previous study session in November 2014. One month was added to the timeline, pushing the plan out to May. VanWinkle requested board approval of the work plan and timeline at the beginning of the regular business meeting.

Butch Reifert, Mahlum Architects walked the board through the updated timeline. The plan is broken down into phases: 1) Project initiation 2) Research and confirming trends/visions/goals within the district and nationally/internationally 3) Program and analysis 4) Concept development 5) Implementation scenarios. Details of the phases to include: Phase 1) Startup to include post occupancy evaluation of Wilkes. Phase 2) Educational trends and Steering Committee Phase 3) Implementation scenarios and costs. Several board work sessions and steering committee meetings are built into the 5 month plan.

The district has a well thought out MasterPlan from 2005. Unfortunately, the 2005 plan was derailed by financial conditions. The plan, now 10 years old, requires updating with consideration to current facility conditions, relevant cost analysis and program assessment. The first section of the 2005 MasterPlan covers educational trends and key concepts that drive the development of facilities. For example, personalization of learning, collaboration and flexibility. Safety and security will be a higher focus than seen ten years ago. Board Director Mike Spence confirmed with Reifert that the work and planning of Wilkes is still viable information and will be leveraged in future projects.

Board President Mev Hoberg stated that the community has made it clear to continue with a north, central, and a south elementary school. Blakely should proceed with replacement/renovation while at the same time investigate the best way to address the central campus with replacement or renovation to the other 3 buildings – Commodore, 100 Building, and Ordway. Hoberg stated that she does not foresee the future of elementary education making a basic shift from a seat-based education model.

Board Director Tim Kinkead expressed concern about multiple buildings needing attention. Kinkead proposed giving the public an opportunity to comment and for the board to make a stand on continuing with the 3 elementary school plan - north, central, and south end school. A guiding assumption would be that the south end would maintain its priority from a build standpoint.

If the 2005 plan was not derailed, Wilkes and Blakely would be complete and the focus would be on the 100 building and Commodore. The proposed update is not changing the direction of the last 10 years. Spence suggested the district proceed with Blakely and have conversation about the central campus in parallel.

Kinkead stated that the three buildings in the central campus require more thought and discussion. The district should develop partnerships with the arts, governmental organizations and community regarding the general layout and give others an opportunity to explore leveraging the central campus.

The board reached a general consensus that Blakely is a separate conversation than the central campus. There is an immediate need to focus on Blakely and explore the condition and costs. Simultaneously, conversation needs to begin about the central campus, a process that may take a couple years.

Kinkead proposed a board vote at the January 29<sup>th</sup> board meeting on 2 guiding assumptions in the update of the MasterPlan: 1) north, central, south elementary schools 2) a Blakely renovation first.

Spence expressed concern about Phase 4, item 4.2 in the timeline: Develop and define concepts for Blakely, Ordway, Commodore and BHS 100. Item 4.2 needs to be rewritten, separating out Blakely. In addition, Commodore, 100 building, and Ordway become “a patch for essential repairs and renovation” while keeping this body of work as a priority.

After hearing from the community, the board will take a vote to re-affirm the guiding assumptions of the 2005 MasterPlan. VanWinkle will bring the assumptions to the January 29<sup>th</sup> meeting for board approval and give the public an opportunity to make a statement.

The board reviewed the summary of finding and capital costs template. Three choices will be brought to the board – patch, modernize, replace.

The 2005 MasterPlan jumpstarted the Educational Specifications (EdSpec). An EdSpec is an architectural response to trends, goals and visions.

The board agreed to approve the MasterPlan Update: Process and Timeline “pending potential revision of phase 4” in the business meeting.

#### **Adjournment**

5:30 p.m. President Mev Hoberg adjourned the study session.

#### **Call to Order**

5:37 p.m. Board President Mev Hoberg called the meeting to order and a quorum was recognized.

#### **Public Comment**

No public comment was made.

#### **Superintendent’s Report**

Superintendent Faith Chapel presented the magazine, Architectural Record. On page 90, Wilkes Elementary is featured as a 21<sup>st</sup> Century School. The article reflects well on the thinking and process that went into the design of the building for educational programming.

Last spring, the Career and Technical Education (CTE) committee presented to the board. An update will be delivered in early March. Teacher Preston Michael’s room is under renovation for a walk-in oven for

the new composites course. Board members are welcome and encouraged to visit the classroom. Many thanks to Rotary for the donation to purchase \$112,000 of equipment. The CTE committee is developing a state work-based learning template for two students to participate in internships with Fairbanks Construction. Additional companies are also interested pursuing high school interns.

All schools are hosting MLK activities and events.

### **Board Reports**

Mev Hoberg attended the MAC meeting.

### **Consent Agenda**

#### **Student Field Trip: Overnight**

1. Request for board approval from Woodward Middle School Teacher Darcy Herrett to chaperone 6 students to Centrum Art Camp in Port Townsend, WA March 1 – 6, 2015 for creative development and exploration.

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

1. Request for board approval from Bainbridge High School Teacher Lawrence Holland to travel with 5 adult chaperones and 25 students to Vancouver BC, Canada to participate in the Model United Nations Conference Competition January 29 – February 1, 2015 for student enrichment.

#### **Staff Travel: Out-of-State**

1. Request for board approval from BISD Math TOSA Jennifer Ledbetter to attend the National Council of Teachers of Mathematics (NCTM) Conference in Boston, MA April 14 - 18, 2015 for professional development.

2. Request for board approval from BHS Digital Photography/CTE Teacher Janet Neuhauser to attend the National Society for Photographic Education Annual Conference in New Orleans, LA March 12 – 15, 2015 for professional development.

#### **Donations**

1. Donation to Bainbridge High School to support the BHS Robotics Program in the amount of \$1,000 from Eagle Harbor Asset Management Inc.

2. Donation to Bainbridge High School to support the BHS Robotics Program in the amount of \$1,000 from Ace Hardware.

3. Donation to Ordway Elementary School to support “First in Math”, Display Case Hours and Breakfast Book Club for October and November 2014 in the amount of \$1,007.91 from the Ordway PTO.

4. Donation to the Odyssey Multiage Program to support PE supplies, Arts & Humanities Council Membership, Camp Seymour Deposit, Seattle Children’s Theater Tickets in the amount of \$1,738.24 from Odyssey PTO.

#### **Minutes from the *December 11, 2014* School Board Meeting**

#### **Minutes from the *December 18, 2014* School Board Meeting**

**Motion 35-14-15:** That the board approves the Consent Agenda as presented. (Spence)

The affirmative vote was unanimous. (Hoberg, Spence, Kinkead)

**PAYROLL December 2014 Warrant Numbers:**

(Payroll Warrants) 1001997 through 1002013

(Payroll AP Warrants) 172687 through 172715

**Total: \$2,835,548.95**

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 **2011335** through **2011404** totaling **\$124,218.98**

ASB Voucher

Voucher numbers **4001318** through **4001335** totaling **\$8,972.77**

Capital Projects Fund Voucher

Voucher numbers **5010** through **5021** totaling **\$112,918.29**

Capital Projects Fund Voucher

Voucher numbers **5022** through **5028** totaling **\$36,975.22**

General Fund Voucher

Voucher numbers **2011405** through **2011405** totaling **\$3,317.81**

AP ACH Voucher

Voucher numbers **141500190** through **141500231** totaling **\$4,200.52**

Capital Projects Voucher

Voucher numbers **5029** through **5037** totaling **\$34,213.97**

General Fund Voucher

Voucher numbers **2011406** through **2011474** totaling **\$284,485.46**

**Presentations**

*A. Master Plan Update: Process and Timeline*

**Motion 36-14-15:** That the board approves the MasterPlan: Process and Timeline pending potential revision of item 4. (Kinkead) The affirmative vote was unanimous. (Hoberg, Spence, Kinkead)

*B. Instructional Support Services Update*

Instructional Support Services Director Bill Mosiman, Curriculum & Instruction Director Jeff McCormick, ISS Coordinator Diane Leonetti, Teacher Meg Evans, Teacher Robyn Stahl presented to the board on the second year of the review committee.

The ISS Review was based on agreement between the administration and the educational association. The overall goals of the review is to 1) Look at current program 2) Look at best practices 3) Provide a continuum of services for all students. A steering committee was formed resulting in 3 subcommittees: a) Spe-

cial Ed b) Response to Intervention (struggling learners) 1. 7-12 and 2. K-6. All subcommittees contain general education, parent committee members and administration. The review is currently at the point of digging into the data collected, reviewing current trends and practices, and reviewing data from other districts. The committee has created a process for collecting input from staff and parent community. An update will be delivered to staff on February 2<sup>nd</sup>. The committee is planning a March consultant driven special ed. parent night. An ISS Committee Review page is on the BISD website for access to all minutes and calendar information.

The committee has evaluated and purchased curriculum for special education students.

Teacher Robyn Stahl discussed the RTI K-6, 7-12 universal screener and progress monitor for reading and math. The screener is used in determining eligibility for Title and MAP services but also used by classroom teachers to show growth for TPEP. The universal screener can take as little as 3 minutes.

The committee will be evaluating software solutions for IEP and evaluation writing. Two software solutions being reviewed are IEP Online and GoalView. A decision will be made end of January/early February.

Parents have requested an additional meeting with the consultants. Surveys have been sent to staff then parents of special ed students on goal prioritization.

Teacher Meg Evans presented the Special Ed mission statement: Ensure a quality special education program that accelerates academic growth, supports individual student goals, and promotes independence and future readiness.

The next steps include: a) Visit exemplary programs b) Develop a continuum model to meet the needs of all students c) Develop an implementation plan

Response to Intervention Goals: 1) Develop an understanding of RTI across the district (Feb 9<sup>th</sup> district training), 2) Universal screening and progress monitoring. Currently evaluating 3 different assessment tools – some offer K-8 screening, some provide K-10 screening. All solutions being looked at have math and reading. Two solutions also offer a social/emotional component. RTI is aiming for well-articulated information across and up and down the tiers.

#### *C. Policy 2161 Education of Students with Disabilities – Second Reading*

**Motion 37-14-15:** That the board approves Policy 2161 Education of Students with Disabilities – Second Reading as presented (Kinkead) The affirmative vote was unanimous. (Hoberg, Spence Kinkead)

#### *D. New Course Proposals*

Associate Superintendent Julie Goldsmith presented new courses for the 2015-2016 and 2016-2017 school year. The registration process determines the sections offered to the students. Seniors have first priority for graduation required classes. Not all classes presented will necessarily be offered.

New courses to include: AP US History, AP Psychology, AP Computer Science Principles, Advanced Composite Engineering, Athletic Medicine III: Kinesiology, Applied Statistics, Modern Drama in Theory & Practices – A Critical Approach to Playwriting, University of Washington in the High School – Ocean 101, Guitars 3 & 4, American Folk Instruments – Design/Build/Play at Woodward Middle School.

A number of the chapters in the AP US History course touch on politics. The board questioned if the curriculum is balanced and not slanted towards one political viewpoint. Principal Shockley responded that the materials are balanced.

BHS will piloting the AP Computer Science Principles.

The high schools implement a student driven schedule. Enrollment determines if the course is offered. The potential cost and funding source is taken into account.

AP and University of Washington courses are typically accepted for college credit. The cost to the student is about the same. The state is looking at funding options for advanced offerings in high school – Running Start, AP Exams. Legislation is being proposed to allocate additional funds to districts.

**Motion 38-14-15:** That the board approves New Course Proposals as presented (Spence) The affirmative vote was unanimous. (Hoberg, Spence, Kinkead)

*E. Policy 2410 High School Graduation Requirements – First Reading*

State graduation requirements have increased to 24 credits to prepare all students for the future. Class of 2019 and beyond will require 24 credits. State law states that you cannot change graduation requirements once a student enters high school/9<sup>th</sup> grade. The biggest change is a 2 credit requirement for foreign language. The change also increases lab science credits from 1 to 2 and an increase of 1 art credit.

Assessment requirements vary by grade. Please refer to the policy for a grid of requirements by graduating class. The state number is a minimum. BISD currently requires 23 credits.

**Motion 39-14-15:** That the board approves Policy 2410 High School Graduation Requirements – First Reading as presented (Kinkead) The affirmative vote was unanimous. (Hoberg, Spence, Kinkead)

*F. Policy 2413 Equivalency Credit for Career and Technical Education Courses – First Reading*

A required mandatory policy as a result of RCW 28A.230.097. The policy creates a process for courses proposed for Career and Technical Education as meeting core requirements. Each year a list of equivalency courses will be published ex. AP Computer Science is a math or science as well as a CTE.

**Motion 40-14-15:** That the board approves Policy 2413 Equivalency Credit for Career and Technical Education Courses – First Reading as presented (Kinkead) The affirmative vote was unanimous. (Hoberg, Spence, Kinkead)

*G. Policy 6220 Bid Requirements – Second Reading*

Capital Facilities Director Tamela VanWinkle presented an update to Policy 6220 Bid Requirements to up the threshold from \$40,000 to \$100,000 to increase efficiencies.

**Motion 41-14-15:** That the board approves Policy 6220 Bid Requirements – Second Read in as presented (Spence) The affirmative vote was unanimous. (Hoberg, Spence, Kinkead)

*H. Monthly Financial Report*

Business Director Peggy Paige presented the November financials. The total general fund revenues were \$11.4 million. Tax collections were below the expected average, but don't expect to collect less than the

budget estimates by year end. Revenues received from the Bainbridge Schools Foundation are the primary reason the local nontax revenues are above average. State revenues are consistent with state funding. Federal funding is down from the prior year but in line with the expected average.

Total general fund expenditures were \$10.4 million, 3.6% higher than the same period last year. Basic education is still above the average but will even out as the year progresses. Total special education costs were up 9% compared to last year. These excess expenditures maybe offset by increased Safety Net revenues.

Utilities are low. Maintenance and grounds are slightly inflated but will even out. Central office is now inline with the average. Cash outflow was \$672,510. Closing cash balance in the general fund was \$2,808,596.

### **Personnel Actions**

**Motion 42-14-15:** That the board approves Personnel Actions dated January 8, 2015 and January 15, 2015 as presented (Kinkead) The affirmative vote was unanimous. (Hoberg, Spence, Kinkead)

### **Adjournment**

7:04 p.m. President Mev Hoberg adjourned the meeting.