

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

Date: March 12, 2015

Place: Board Room

Board of Directors Present

Board President – Mev Hoberg
Board Vice President – Sheila Jakubik
Directors – Mike Spence, Patty Fielding

Excused

Tim Kinkead

Call to Order

5:32 p.m. Board President Mev Hoberg called the meeting to order and a quorum was recognized.

Public Comment

Community member Rod Stevens shared his perception of the highly capable program currently being implemented at Woodward Middle School. Stevens expressed his disappointment in the distribution of Rice Krispie treats as a motivational tool to get students to attend the highly capable meetings rather than a content-rich program. Stevens would like to see a new model implemented in the spring.

Superintendent's Report

Superintendent Faith Chapel recognized President of the Bainbridge Island Education Support Professional Association Mike McCloud. The 220 classified employees in BISD are essential to the district. Washington Governor Jay Inslee issued a proclamation declaring the week of March 9-13, 2015 as Classified Public School Employee Week.

Board Reports

No reports were presented.

Consent Agenda

Student Field Trips: Overnight/Out-of-State

1. Request for board approval from BHS Track & Field Assistant Coach Gary Osmond to travel with 4 students and 6 chaperones to Stanford University in Palo Alto, CA April 3-4, 2015 to compete in the Stanford Track and Field Invitational.

Staff Travel: Out-of-State

1. Request for board approval from BHS Teacher Michael Holloway to travel to Kansas City, MO May 29 - June 5, 2015 to participate in the College Board AP European History Reading to assess the pilot exams and design strategies for a successful transition.

Minutes from the February 26, 2015 School Board Meeting

Motion 56-14-15: That the board approves the Consent Agenda as presented.
(Jakubik) The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

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 Voucher

Voucher numbers **141500279** through **141500310** totaling **\$5,300.46**

General Fund Voucher
Voucher numbers **2011716** through **2011798** totaling **\$189,974.12**

Capital Projects Voucher
Voucher numbers **5066** through **5072** totaling **\$13,624.23**

Presentations

A. Elementary Conference Schedule

Associate Superintendent of Curriculum and Instruction Julie Goldsmith discussed a potential change to the elementary conference schedule with the board. Goldsmith stated that report cards are just one component in communicating student achievement. Student progress is also delivered to parents via phone calls, in-person discussions, Email, written reports, newsletters, conferences and performances.

The purpose of the October conference has shifted from an in-take information conference to a data sharing/goal setting conference. The March conferences are too late in the school year to work with parents in addressing academic concerns. Goldsmith proposed shifting the March conference to January. Over 86% of the staff is in support of adjusting the conference schedule. The concept was well received by the PTOCC. The third week in January aligns to one reporting time period districtwide.

The next step includes a letter to parents informing them of the possible change. Final approval will be requested from the board in late March/early April. The 2015-16 calendar will be a pilot with a survey and evaluation process prior to the calendar adoption in 2016-17.

B. Asset Preservation Program Annual Report

Facilities and Capital Projects Director Tamela VanWinkle presented the required Asset Preservation Program Annual Report for facilities constructed with state assisted funding for Woodward Middle School and the Bainbridge High School 200 Building. The Woodward change rating was due to the roof replacement. According to OSPI methodology, the overall building condition for Woodward remains fair. The HFC room ventilation needs improvement. The BHS 200 building was rated as excellent.

Motion 57-14-15: That the board approves Asset Preservation Program – Annual Report. (Fielding)
The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

C. Volunteer Screening Program Update

Community Relations Coordinator Pam Keyes updated the board on the volunteer program. Keyes stated that approximately 1,700 volunteers have been approved to help in the district. An additional 94 volunteers have started the approval process but have not completed all of the prerequisites. Keyes has received unanimous agreement from the administrative team to expand the Raptor system to all schools.

Community members continue to participate in the online training. With only 3 schools piloting the Raptor system, tracking the volunteer hours will still be a challenge this year. Raptor does capture the volunteer hours and category information for a much more accurate report of volunteer time. Keyes is working with the technology department on exploring Google Forms to automate the data entry process.

Board President Mev Hoberg broke away from standard protocol and opened the meeting to public comment. Community member Jill Mullins-Cannon referenced the inappropriate conduct allegation and concern about locating BISD policy and procedure on sexual harassment on the BISD website. Associate Superintendent Peter Bang-Knudsen directed Mullins-Cannon to the location of the policy. A suggestion was made to hyperlink keywords to the policy pdf.

D. Policy 2107 Comprehensive Early Literacy Plan – Second Reading

Director of Assessment Jeff McCormick presented the second reading of policy 2107. Policy 2107 describes the requirements for the district to provide early literacy services to kindergarten through fourth grade students based on student need for additional support. This includes the use of annual screening assessments to identify at-risk readers and family involvement strategies to help students strengthen their literacy skills at home.

Motion 58-14-15: That the board approves Policy 2107 Comprehensive Early Literacy Plan – Second Reading . (Spence) The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

E. Policy 1805 Open Government Trainings – Second Reading

Superintendent Faith Chapel presented the second reading of policy 1805 Open Government Trainings. Legislature passed a law last year requiring all elected officials and designated employees of public agencies to complete a training program on public records, records management and open public meetings. The training must be completed within 90 days of taking the oath of office and repeated every four years. The policy is applicable to school districts and adoption of the new policy is required. The entire board has completed the training as well as district employees Faith Chapel, Lani Chaffee and Galen Crawford.

Motion 59-14-15: That the board approves Policy 1805 Open Government Trainings – Second Reading. (Spence) The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

F. Policy 1400 Meeting Conduct, Order of Business and Quorum – First Reading

Superintendent Faith Chapel presented the first reading of policy 1400. Policy 1400 is the first of five policies regarding school board meetings. A requirement of the policy is to indicate the location of the meetings. The updated policy changes the meeting location from the BHS library to the board room. Director Spence asked where committee meetings fit in the policy. Chapel responded that a committee with less than 3 board members do not constitute an open public meeting under policy 1400. Director Fielding asked for clarification on remotely dialing into a board meeting. Skype and other technology are options for board members to attend board meetings with remote access. Chapel responded that the only requirement is for audio access. Public notice is required for special meetings.

The board requested changing “newspaper, radio, television stations” to “media outlet”.

Motion 60-14-15: That the board approves Policy 1400 Meeting Conduct, Order of Business and Quorum – First Reading as amended. (Fielding) The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

G. Policy 1410 Executive Session – First Reading

Superintendent Faith Chapel presented policy 1410. The second page has the addition of two sections for clarification and does not change the way the district is functioning. The additions clarify the meaning of potential litigation and the consideration of quasi-judicial matters between named parties.

Jakubik suggested changing all “shalls” to “will”.

Motion 61-14-15: That the board approves Policy 1410 Executive Session – First Reading as amended. (Fielding) The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

H. Policy 1420 Agenda and Consent Agenda – First Reading

Superintendent Faith Chapel presented policy 1420. The addition to policy 1420 adds language that states that the proposed agenda for regular and special meetings will be posted to the district website no less than 24 hours prior to a meeting.

Jakubik suggested removing the second paragraph which does not contain information about agendas. The same language is already located in policy 1400.

Motion 62-14-15: That the board approves Policy 1420 Proposed Agenda and Consent Agenda – First Reading as amended. (Jakubik) The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

I. Policy 1430 Public Comment– First Reading

Superintendent Faith Chapel presented policy 1430. The addition to policy 1430 is recommended by WSSDA. Community member Charlotte Rovelstad noted that “school district business” was removed from the first sentence. Chapel responded that the change was inadvertently made and the “school district business will be put back into the policy. Charlotte also asked why the language regarding meeting interruptions was added. Director Jakubik responded that policy is written to work in “worse-case” scenarios and not necessarily reflective of the Bainbridge community.

Director Fielding suggested that the board take a closer look at the new language in the policy and be prepared to discuss at the next board meeting. The third paragraph states that citizens must give three day written notice for modifications yet only a 24 hour notice is required of the agenda. The timeframes should be consistent. Spence will help with the language. Chapel stated that the language is almost verbatim from the RCWs.

Community member Clint Pells asked about public comment on agenda items during the meeting. Spence stated that the board is required to ask for public comment after every agenda item. The public comment section of the agenda is to comment on subjects not being addressed on the agenda. The policy needs to include a section on public comment on agenda items.

The board tabled Policy 1430 Public Comment.

Board President Mev Hoberg re-opened policy 1400 for public comment. Community member Clint Pells noted that the board has not consistently asked for public comment after an agenda item and asked to comment on policy 1400. Pells asked for clarification of written notice of meeting and questioned why is it restricted to media and not a ListServ. Chapel responded that this is the state law and BISD goes well beyond with posting to the web and Email subscription lists. The board closed comment and will stay with the approval of policy 1400 as amended.

J. Policy 1440 Minutes – First Reading

Superintendent Faith Chapel presented policy 1440. The policy language changed all “shall” to “will”. Jakubik suggested removing “approved for destruction” from the policy.

Motion 63-14-15: That the board approves Policy 1440 Minutes as amended. (Jakubik) The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

Personnel Actions

Motion 64-14-15: That the board approves Personnel Actions dated March 5, 2015 and March 12, 2015 as presented (Spence) The affirmative vote was unanimous. (Hoberg, Jakubik, Spence, Fielding)

Adjournment

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