

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

Date: October 13, 2011

Place: Board Room – Commodore Campus

Board of Directors Present

Board President – Patty Fielding

Board Vice-President – Mary Curtis

Directors – John Tawresey, Mike Spence, Tim Kinkead

4:45 – 5:30 PM: Wilkes Elementary Construction Site Visitation

Board members toured the new Wilkes Elementary Construction Project site with Director of Facilities and Capital Projects Tamela Van Winkle.

Call to Order

5:50 p.m. – Board President Patty Fielding called the meeting to order and a quorum was recognized. Ms. Fielding noted the public comment portion of the meeting would be addressed later in the meeting to accommodate any citizens not yet in attendance.

Superintendent's Report

Associate Superintendent Julie Goldsmith, acting as substitute for an ailing Faith Chapel, provided an enrollment update. She reported an increase since the beginning of school with student FTE at 3,695.24 as of October 2011. It was noted that even with this increase, enrollment was still below the budgeted estimate of 3709 FTE. In addition to the enrollment update, Ms. Goldsmith reported STEM Coordinator Greg Moncada set up a Skype session between Bainbridge High School Teacher Tom Armetrout's class and Astronaut Richard Arnold II regarding the NASA Extreme Environment Mission Operations (NEEMO) and the deepworkers submersibles maneuvers. Mr. Moncada is hoping to provide the same opportunity for students at Woodward Middle and Sakai Intermediate Schools.

Board Reports

Mike Spence reported there was no state legislative activity at this time.

Presentations

A. Capital Projects Update

Director of Facilities and Capital Projects Tamela Van Winkle reported board members toured the new Wilkes Elementary School Project construction site earlier in the evening. Ms. Van Winkle stated in addition to the Wilkes project, a number of small works and conservation projects had been completed. She, with help from Conservation Specialist Glen Tyrrell, provided a visual presentation highlighting the many essential renovations completed over the past year. It was explained the Capital Projects staff, in collaboration with the District Maintenance and Grounds crew, have worked diligently to honor the commitments made to the community during the 2009 Bond campaign. Appreciation for the many local businesses that participated in the district projects was also expressed. Essential renovation projects were highlighted in the following areas: a) Transportation bus wash (Department of Ecology improvements); b) Blakely Elementary and Woodward Middle Schools intercom upgrade; c) Blakely classroom furniture; d) Revisions to Sakai Intermediate School special education classrooms; e) Music Room acoustical improvements at Sakai Intermediate School; f) Revisions to Woodward Middle School special education classrooms; g) Intermediate roof repairs at Woodward Middle School; h) Warranty replacement of the Bainbridge High School Stadium Field (no cost to the district); i) Safety mitigation in the Bainbridge High School Music Room; j) Security Blind – Commodore Options; k) Office improvements – Commodore Options; l) Furniture replacement – District Office; and m) Security wireless fire alarm conversion district-wide. In the area of energy conservation, various projects were completed including: a) District Office energy improvements; b) Exterior lighting upgrades at Blakely; c) HVAC control upgrades at Sakai Intermediate; d) Gym lighting upgrades at Sakai; e) Bainbridge High gymnastics and weight rooms lighting improvements; f) Bainbridge High HVAC control upgrades; and g) Commodore lighting upgrades in the play shed, exterior, and south wing. These energy conservation projects reduced power usage by 16.79% for electricity and 1.99% for propane.

Public Comment

Kelly Greenfield spoke on behalf of the PTO Coordinating Council (PTOCC) and provided a brief overview of the PTOCC operations and activities. She noted it was the intention of the council to begin regular attendance at the school board meetings to pass along pertinent information from the PTO groups to the Board. The PTOCC oversees the individual school PTOs, coordinates the insurance, financial guidelines and assists with the transition of PTO officers each year. The council also has responsibility for the 503.b (nonprofit) tax designation for all the individual PTOs. Ms. Greenfield noted that in 1992, the PTOCC tax statement reported earnings of \$57,000. This past year, the tax statement reported earnings of \$483,000! The PTOCC's current project is to amend the articles of incorporation and update the bylaws, originally created in 1977. Board President Patty Fielding suggested board members rotate attendance at the monthly PTOCC meetings.

B. Math Curriculum Review Update

Associate Superintendent Julie Goldsmith provided an overview of the Math Program Review process and timeline, and the Common Core State Standards adopted by Washington State in July 2011. The presentation began with a review of the Math Program Review committee membership consisting of K-12 and special education teacher representatives, district administrators, and parent/community participants. The district program review process will include the following steps: 1) Review and revise the Vision and Guiding Beliefs; 2) Analyze assessment data to determine current strengths and deficits; 3) Gather and analyze needs assessment data from staff, parents and students; 4) Analyze Core Standards to determine implications for teaching 5) Develop a scope and sequence (curriculum map) to ensure articulation of mathematics K-12; 6) Create criteria for selection of new adoption materials; 7) Take into consideration needs for interventions and supports for students not reaching and exceeding standard; 8) Identify technology resources that support and enhance mathematics instruction and learning (Smart Board Tools, Online Resources, etc.); 9) Review current state approved materials and any newly published materials; 10) Gather input from staff and community; 11) Make recommendations on new instructional materials for K-8 (implementation in Fall 2012) – Algebra and beyond will select materials for implementation in Fall 2013; 12) Determine professional development needs; and 13) Develop Common Assessments. Ms. Goldsmith noted she has created a "wiki" website to which the committee research, minutes and other materials are being posted throughout the review process.

Ms. Goldsmith continued the presentation with a review of the Common Core State Standards (CCSS) in Mathematics, which was adopted by Washington State in July 2011. These standards were developed by educators nationwide through a process led by the Council of Chief State School Officers and the National Governors Association. Washington will officially begin the process to introduce the standards into state classrooms by the 2013-2014 school year. The goal of the standards is to provide a clear and consistent framework to prepare students for college and the workforce. It was noted that students will continue to be tested on Washington's 2005 reading and writing standards, and on the 2008 mathematics standards through the 2013-2014 school year. Testing on Washington's common core state standards for English language arts and math will occur in the 2014-2015 school year. Ms. Goldsmith explained the case for CCSS includes providing clarity with the standards, cost effectiveness (states pooling resources and expertise), student success, and expectations that are the same for students across most states. The presentation also included information about the development of a set of comprehensive and innovative assessment system that would be consistent across states. Board discussion focused on competency of teachers in the area of math, differentiation of teaching and learning, the concept of ability grouping in the area of math, and the need for professional development.

C. Monthly Community Relations/Communications Report

Community Relations Coordinator Pam Keyes presented a summary of Communications activities from September 1 through October 6, 2011. Highlights from that summary include the following: Website Updates – Training and development activities related to the new website are ongoing. All but two district departments have been oriented to the website editing features and trained so that they can continue the work on their "sections." Some have started and are very engaged in this process. Orientations and initial key editor trainings have been completed at Sakai and Woodward. In October, this training will be completed at the five other schools. District staff continue work with the Schoolwires graphic designer on color, layout and image concepts for the district sites. It was noted that the timeline for orientations and training is a challenge and will delay the new website launch date until January 3rd.

SchoolMessenger Voice Notification – The district conducted the annual test calls to all staff on September 28th, and to all parents on October 4th. Emergency Preparedness – The district's Emergency Preparedness team met with the Bainbridge Island Fire Department and will coordinate with that organization as they have assumed leadership of

island-wide emergency preparedness. Ms. Keyes and Transportation Director Cami Dombkowski attended the first community meeting on Preparing for Winter Storms. The district's emergency plan is being updated and refined related to potential response to emergency situations. Ms. Keyes and Assistant Superintendent Dr. Peter Bang-Knudsen attended Incident Command training by the Kitsap County Department of Emergency Management. Information about response team trainings for this year will be shared with the Administrative Team, and discussions will continue with that group regarding school emergency plans.

Board Director Mary Curtis provided comments regarding the district's Communications Plan. She noted that the district has traditionally done a good job communicating with staff, students, and parents, but the weak point in the past has been in the area of community engagement. Ms. Curtis suggested the board engage in a discussion about creative ways to involve the community at large. It was noted with the current economic environment in the state and nation, it is increasingly important to involve the community in the support of local schools. Suggestions to involve community members included enhancement of the volunteer programs, and implementation of evening adult education opportunities within the schools. Board members agreed it would be important to have a retreat to discuss in detail community engagement opportunities. Board President will contact board members about a date and time for such a retreat to take place before the end of the year.

Personnel Actions

Motion 15-11-12:

That the Board approves the Personnel Actions dated October 7, 2011 and October 13, 2011 as presented. (Kinhead) The affirmative vote was unanimous.

Consent Agenda

District Staff Travel: Out-of-State

1. Request for Board approval for Bainbridge High School Teacher Amanda Ward to attend a conference titled "Teaching the Middle East: Between Authoritarianism and Reform" October 14 – 16, 2011, in Philadelphia, Pennsylvania.

Donations

1. Donation to Wilkes Elementary School in the amount of \$6,500.00 from the Wilkes PTO for grade level enrichment, field trips and guest speakers.
2. Donation to Sakai Intermediate School in the amount of \$1,000.00 from Northwest International Student Exchange.

Minutes from the September 17, 2011 School Board Retreat

PAYROLL September 2011 Warrant Numbers:

(Payroll Warrants) 1000646 through 1000675

(Payroll AP Warrants) 171552 through 171582

Total: \$2,832,058.78

Motion 16-11-12:

That the Board approves the Consent Agenda as presented. (Curtis) 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, were also approved for payment.

(General Fund Voucher)

Voucher numbers **2003566** through **2003657** totaling \$ **411,418.29**.

(General Fund Voucher)

Voucher numbers **2003658** through **2003664** totaling \$ **621.77**.

(General Fund Voucher)

Voucher numbers **2003552** through **2003565** totaling \$ **19,228.40** .

(General Fund Voucher)

Voucher numbers **2003551** through **2003551** totaling \$ **7,393.87**.

(Capital Projects Fund Voucher)

Voucher numbers **4209** through **4219** totaling \$ **88,147.85** .

(Capital Projects Fund Voucher)

Voucher numbers **4208** through **4208** totaling \$ **2,592.28** .

(Associated Student Body Fund Voucher)

Voucher numbers **4000438** through **4000438** totaling \$ **31.58** .

Adjournment

7:38 p.m. – Board President Patty Fielding adjourned the meeting.