

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

**Date:** November 17, 2011

**Place:** Board Room – Commodore Campus

**Board of Directors Present**

Board President – Patty Fielding

Board Vice-President – Mary Curtis

Directors – Mike Spence, Tim Kinkead

**Excused**

John Tawresey

**Call to Order**

Board President Patty Fielding called the meeting to order and a quorum was recognized.

**Public Comment**

Dave Layton, Bainbridge Island Education Association President, spoke about the upcoming legislative special session scheduled to begin November 28<sup>th</sup>. Stating that the pending state budget cuts “will hurt kids,” Mr. Layton asked board members for their continued support. School staff, parents and administrators will travel to Olympia on Monday, November 28<sup>th</sup> to attend the Day of Action Rally to raise awareness for public education. Mr. Layton encouraged people to “wear red for Ed” in support of those efforts.

**Superintendent’s Report**

Superintendent Faith Chapel spoke about the tremendous support for education, and the students, parents, and staff in the school district demonstrated by the community through their approval of local levies, and donations to the Bainbridge Schools Foundation and PTOs. She noted over the past several years there have been significant funding reductions by the state, and at least 30% of the district’s budget is support by local funding. Ms. Chapel introduced Bainbridge Schools Foundation Executive Director Vicky Marsing to make a presentation to the board. Ms. Marsing presented a check to the district in the amount of \$500,000; the first half of the Foundation’s million dollar pledge. The monies will support teachers’ salaries, the STEM program, teacher training, the WINGS program, learning strategies, remedial reading and the Bridge to Fitness program. The Board and Bainbridge Island Education Association members who attended the presentation expressed their deep gratitude to the Foundation and the donors.

**Board Reports**

Mary Curtis reported attending a recent Parent Teacher Organization Coordinating Council (PTOCC) meeting. She learned something about each school, listened to a spokesperson from the Just Know Coalition, and observed a demonstration of the district’s new website presented by Community Relations Coordinator Pam Keyes and Director of Instructional Technology Randi Ivancich.

**Presentations**

*A. District & School Improvement Plans*

Associate Superintendent Julie Goldsmith provided an overview of the District and School Improvement Plans. New this year is the District Improvement Plan (DIP) based on work done in connection with the Washington State Leadership Academy (WSLA). The purpose of the DIP is to keep focus on the improvement of student learning, and to provide a structure to align the work of the district’s instructional program at the district and school level. The WSLA has assisted the district with the development of a

*Problem of Practice* and the creation of a *Theory of Action*. The district's *Problem of Practice* is defined by the question: How will Bainbridge Island School District (BISD) enhance instructional practice in each school and classroom to ensure that each student in BISD achieves at or above standard in order to graduate ready for college, career, and responsible citizenship? Enhancement of instructional practice involves the following: 1) Development of a comprehensive assessment system that includes formative and summative assessments that inform instruction. 2) Development of an instructional framework that will support the adoption of a new teacher/principal evaluation system. 3) Development of a coordinated curriculum in all areas – focused (first on Mathematics). Ms. Goldsmith further explained the *theory of action* priorities contained in the DIP as follows: *Priority 1* - Formative and summative assessments that include: a) DRA2 – Grades 1-5; b) MAP Grades 1-9 (algebra and special education); c) End-of-Course Assessments (Algebra, Geometry, and Biology); d) Identification, selection or development of additional district-wide formative assessments. *Priority 2a* – Begin creation of a clear framework/instructional model for teaching and learning to include research and development through TPEP pilot, and the selection of the District model. *Priority 2b* – Design and align the teacher/principal evaluation system consistent with the instructional model using the following strategies: a) identify methods and protocols; b) gather input; c) develop professional development plan; d) develop communication plan; and e) plan pilot for 2012-13. *Priority 3* – Define common curriculum and learning targets with a focus on Mathematics using strategies that include learning targets and outcomes from the Mathematics Program Review.

Moving to the School Improvement Plans, Ms. Goldsmith noted as she reviewed the SIPs for each school she found common themes that included instructional improvement, alignment and implementation of curriculum, implementation of common assessments (MAP, DRA2), and the inclusion of strategies to address character, climate and community. Copies of each school's plan were provided to board members for review. Ms. Goldsmith introduced Woodward Middle School Principal Mike Florian, members of his staff and parent participants to provide an overview of the process used to develop Woodward's SIP for 2011-12. Site-Based Council Chairperson Joanne Meins explained the process used to develop this year's plan and how the plan guides the school throughout the year. Principal Florian reviewed with the Board, Woodward's Goal One: To increase the school's performance on the MSP for students by at least three percent in each area compared to the state average, and make appropriate grade level growth on the MAP tests for each student. He described the major actions and activities used to achieve this goal, the staff responsible for each action, target dates for completion, and evidence of accomplishment. Samples of each of the assessments (MSP/HSPE, MAP) were included in the presentation. Woodward teachers Lisa Hale and Barb Vandeleur provided detail about the MAP assessments and how the data is interpreted. At the conclusion of the presentation, Principal Florian stated that the MAP data will be an important piece in overall picture of student progress. Ms. Goldsmith added that WAC 180-16-220 requires School Improvement Plans need to be approved by each school district's local school board.

**Motion 21-11-12:** That the Board approves the District and School Improvement Plans. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Curtis)

### *B. State Budget Update*

Superintendent Faith Chapel reported Washington State continues to experience revenue shortfalls that exceed budget projections. The negative fall forecasts led Governor Gregoire to call for a special session of the Legislature to address the growing budget gap now anticipated to be \$2 billion. Board members were provided with supplemental documents containing the most current budget information available. In preparation for the special session, Governor Gregoire unveiled a list of "budget reduction alternatives" on October 27<sup>th</sup>. While the full list of the Governor's budget reductions for K-12 total \$956 million, her preliminary choices would reduce that amount to \$365 million. In addition to these cuts, there is a supplemental list of budget alternatives that would reduce K-12 employee compensation or benefits or reduce the 180-day school year by up to 5 days. The Governor's "preliminary choices" list includes a reduction in K-12 employee health benefits but does not include salary cuts or a shortened school year.

The potential impact of the Governor’s preliminary proposals on the District’s operating budget would be a loss of approximately \$700K for staff/class size, and \$85K for employee benefits. It is understood that the K-12 cuts, if adopted as proposed, would be implemented in the 2012-2013 school year. Board members were also provided with a copy of the publication *A Citizen’s Guide to the Washington State K-12 Finance* produced by the Senate Ways and Means Committee.

*C. Director Districts Boundary Changes*

Superintendent Chapel presented revised boundary maps and supporting documents for board review and discussion. The maps and documents represent the Sammamish Data Systems analysis of the Census 2010 data, and recommendations for adjusting director district boundaries to align with the demographic changes that have occurred on Bainbridge Island during the last decade. These changes were modest in scope, reflecting the fact the Island has experienced only moderate levels of change in population density and growth during the past decade. Ms. Chapel noted a public hearing regarding the revision of school director district boundaries was held at the October 27<sup>th</sup> school board meeting. She recommended board approval of the boundary changes. Once approved, the maps and supporting data will be sent to the Kitsap County Auditor’s Office, and the Puget Sound Educational Service District per state requirements.

**Motion 22-11-12:** That the Board approves the Director District boundary changes as submitted. (Curtis) The affirmative vote was unanimous. (Curtis, Fielding, Kinkead, Spence)

*D. Procedure 2310: Selection and Adoption of Instructional Materials*

Associate Superintendent Julie Goldsmith provided an overview of the revision of Procedure 2310 – Selection and Adoption of Instructional Materials. She noted that over the course of the last school year, principals, librarians, curriculum staff, and members of the Instructional Materials Committee (IMC) made changes to these procedures. The intent of these changes is as follows: a) Provide clear direction to staff in determining which materials need to be approved. b) Provide additional information to the IMC regarding how instructional materials align to the district’s selection criteria. c) Provide a clear process about the use of film media and technology resources. Ms. Goldsmith described the specific changes made to each section of the procedure. Copies of both the original and revised procedures/exhibits were provided for board comparison and review. Board members suggested the text of the procedure be reviews for word consistency. It was noted that this was an information item as procedures do not require board approval.

*E. Policy/Procedure 2409: Credit for Competency/Proficiency (New- First Reading)*

Julie Goldsmith presented new Policy/Procedure 2409: Credit for Competency/Proficiency for its first reading. She explained the intent of the policy is to ensure the district establishes procedures for awarding credit in world languages based on demonstrated proficiency. In July 2010, the Washington State Board of Education (SBE) approved a model policy and procedure for districts to offer competency-based credits for world languages (i.e. based on a student’s demonstrated proficiency in language). Developed by the Washington State School Directors’ Association (WSSDA) in collaboration with the Office of the Superintendent of Public Instruction (OSPI) and SBE, the policy/procedures were distributed to local school board in late Spring of 2011. Ms. Goldsmith noted district administrators and instructional staff felt strongly that in addition to a student demonstrating an overall proficiency level according to the ACTFL proficiency, completion of a principal-approved independent course of study should also be required to earn credit. This component was not included in the “boiler plate” procedure developed by SBE, WSSDA and OSPI.

The key components of the District’s procedure include the following: 1) A world language is defined according to the definition used by the Higher Education Coordinating Board as “[a]ny natural language that has been formally studied [...], including American Sign Language (AMESLAN, the language of the deaf community), and language no longer spoken, such as Latin and ancient Greek. 2) The district will

award a .5 credit based on the student demonstrating an overall proficiency level according to the ACTFL proficiency and completion of an independent course of study approved by the principal. The independent study needs to include a cultural studies project that meets the World Language learning standards. 3) Assessments are aligned to the American Council on the Teaching of Foreign Languages (SCTFL) Proficiency Guidelines in order to ensure consistency across languages. Washington State is sponsoring World Language Assessment Days at several locations. The next date for ACTFL tests will be January 7, 2012. 4) The student is responsible for any fees associated with the assessment process. The district will offer financial assistance to students who demonstrate need, such as qualifying for free or reduced price lunch. 5) The district will receive official test results for each student participating in the assessment process. Credit will be awarded with a grade determined by the teacher designated for monitoring and assessing the independent study course.

**Motion 23-11-12:** That the Board approves the first reading of Policy/Procedure 2409 – Credit for Competency/Proficiency. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Curtis)

#### *F. Developers Agreement*

Director of Facilities and Capital Projects Tamela Van Winkle provided details related to the proposed application/agreement between Public Utility District No. 1 of Kitsap County (KPUD) and the Bainbridge Island School District for the water system extension project know as Wilkes Elementary School. It was noted a water system extension from the KPUD waterline is currently being constructed as part of the new Wilkes Elementary School. The water main and appurtenances will require on-going operation and maintenance, and the agreement provides for the annexation of the water system from the District to KPUD. Following completion of the one year warranty period, all future operation and maintenance of the water system will be assumed by KPUD. The agreement requires board approval.

**Motion 24-11-12:** That the Board approves the Developers Extension Agreement. (Spence) The affirmative vote was unanimous. (Spence, Kinkead, Fielding, Curtis)

#### **Personnel Actions**

**Motion 25-11-12:** That the Board approves the Personnel Actions dated November 9, 2011 and Addendum as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Curtis, Fielding)

#### **Consent Agenda**

##### **Donations**

1. Donation to Bainbridge Island School District in the amount of \$500,000.00 from the Bainbridge Schools Foundation to support teachers' salaries, STEM, Teacher Training, WINGS, Learning Strategies, Remedial Reading and Bridge to Fitness.
2. Donation to Bainbridge High School in the amount of \$3,605.52 from the Bainbridge High School PTSO to support the purchase of student planners.
3. Donation to Bainbridge High School in the amount of \$1,000.00 from the University of Washington – Atlas Project for participation in the Atlas Project Study.
4. Donation to Bainbridge Island School District in the amount of \$3,250.00 from Bainbridge Island Jr. Golf for a Nicole Hebner stipend.

**Minutes from the October 13, 2011 School Board Meeting**

**Minutes from the October 27, 2011 School Board Meeting**

**PAYROLL October 2011 Warrant Numbers: (Payroll Warrants) 1000676 through 1000718**

(Payroll AP Warrants) 171583 through 171609  
**Total:** \$2,667,964.32

**Motion 26-11-12:** That the Board approves the revised Consent Agenda as presented. (Spence) The affirmative vote was unanimous. (Spence, Kinkead, Fielding, Curtis)

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 **2003786** through **2003954** totaling \$ **203,464.42**.

(Capital Projects Fund Voucher)  
Voucher numbers **4233** through **4250** totaling \$ **994,491.02**.

(Associated Student Body Fund Voucher)  
Voucher numbers **4000469** through **4000490** totaling \$ **12,223.58**.

(Associated Student Body Fund Voucher)  
Voucher numbers **4000491** through **4000491** totaling \$ **2,003.00**.

**Adjournment**

7:16 p.m. – Board President Patty Fielding adjourned the meeting.

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SCHOOL BOARD OF DIRECTORS

ATTEST: \_\_\_\_\_, Secretary to the Board of Directors