

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

**Date:** December 8, 2011

**Place:** Board Room – Commodore Commons

**Board of Directors Present**

President – Patty Fielding

Vice-President – Mary Curtis

Directors – John Tawresey, Mike Spence, Tim Kinkead

**Call to Order**

5:35 p.m. – Board President Patty Fielding called the meeting to order and a quorum was recognized.

**Public Comment**

No public comment.

**Superintendent’s Report**

Superintendent Faith Chapel attended the Washington State School Directors’ Association (WSSDA) Annual Conference held November 14 – 17, 2012 in Bellevue, Washington. Of particular note was nationally recognized speaker Dr. Bill Daget whose keynote speech related to Science, Technology, Engineering and Mathematics (STEM) trends, and the importance of having rigor and relevance in education.

Ms. Chapel thanked Associate Superintendent Julie Goldsmith and Assistant Superintendent Dr. Peter Bang-Knudsen for attending the first day of the Legislative Special Session in Olympia on November 28th to advocate for education funding.

Over the past several weeks Ms. Chapel has visited schools and noted the growing enthusiasm for the STEM initiative in the district. She recently met with Bainbridge High School Principal Brent Peterson and spoke with Architectural Drawing/Woodworking teacher Preston Michaels about potential course offerings for next year (AP Computer Science, etc.). Ms. Chapel also observed classrooms of Sakai Intermediate School teachers Markus Kitly (NavOps Program) and Amy Evans (unit on robots) and the STEM instructional strategies being used with their students.

**Board Reports**

No reports.

**Presentations**

*A. Oath of Office – New Board Directors*

Superintendent Faith Chapel administered the Director’s Oath of Office to newly elected Bainbridge Island School District Board Directors Patty Fielding, John Tawresey and Tim Kinkead.

*B. District Vision, Mission, Guiding Principles – Draft Document*

Superintendent Faith Chapel presented a draft of the proposed *Mission, Vision, and Guiding Principles* for the Bainbridge Island School District. She noted the document was the work of the Board and district administrative leaders who spent the last year gathering feedback from parents, community members and staff; reviewing research about educational, economic, global and societal trends; and reflecting upon and discussing the future of the district’s students and implications for district program and practices. Board members expressed appreciation for the clarity of the document, as well as the focus on challenging and meaningful curriculum, and high expectations and quality of instruction. It was noted the format of the draft document was based on previous work done by Associate Superintendent Julie Goldsmith for the Lake Washington School District.

*C. Science, Technology, Engineering, Mathematics (STEM) Program Update*

Greg Moncada, Science, Technology, Engineering and Mathematics (STEM) Coordinator, provided an update regarding STEM activities to date. He noted the learning objectives for his presentation would be that audience

participants know about and can advocate for the STEM Initiative, that participants are confident in their understanding of the “heart” of STEM, and can relate some of the early planning objectives now underway in the district. Several strategies that support the STEM Initiative were identified such as the need for professional development for district STEM teachers, continuation of the STEM Advisory Board, outreach activities with local Puget Sound businesses, obtaining grant funding, and the development of baseline data to support STEM goals. STEM activities now underway include teacher attendance at the National Science Teachers Association Regional Conference in Seattle, focused meetings with district librarians to discuss libraries as math and science material resource centers, creation of a district STEM Summer Camp, and research and development of career and technology education – the TE part of STEM. In addition, there will be elementary school STEM activity nights, a data dashboard on the district’s website, lead committees in the areas of math and science, and continuous research.

Dr. Moncada summarized the presentation by stating the STEM initiative was well underway, with the number of conversations and critical relationships within and outside the district continuing to grow. The STEM Summer Camps, library innovations and activity nights highlight the district’s commitment to pursuing STEM from K-12. At the same time, the long-term objectives to increase the number of students choosing STEM fields after high school moves forward slowly with an eye on how to bring engagement activities to district students in a manner that insures sustainable, world class innovation throughout the district.

Board President Patty Fielding suggested items *G. Monthly Capital Projects Report* and *H. Wilkes Elementary Project – Change Orders 1 & 2* be moved forward on the agenda. There were no objections.

#### *G. Monthly Capital Projects Report*

Director of Facilities and Capital Projects Tamela Van Winkle provided a summary of projects and facility-related activities for November and December. Ms. Van Winkle also provided a brief 2009 Bond Projects summary, which she noted will be updated in the near future to reflect current budget status. Projects noted on the summary report included the following: Bainbridge High School – Upgrade to the old, leaking waterline is complete. Grass seed is in place and started to grow in spite of the current weather conditions. The temporary construction fence will remain in place until the seed is established. Other Projects – Puget Sound Energy continues work associated with the installation of new distribution lines in the area of Sakai Intermediate and Woodward Middle Schools. In an effort to maintain the promised substantial completion schedule of December 31, a second crew is now working from Woodward to New Brooklyn Road. The primary crew is working from Woodward to the PSE substation. Joining the presentation, Capital Projects Manager Nancy Josephson provided an overview of the Wilkes Elementary School Replacement Project to date. Ms. Josephson explained it has been a project of “earth, steel and concrete,” with four primary components. They include digging into the lower levels for the gymnasium, commons area, custodial area, and covered play area; creating the foundations and underground plumbing up on the plateau and beginning the concrete and steel work on the “E & D” wings; installation of the huge septic tank with hook-up to the drain field; and installation of the underground utilities. It was noted the installation of the geo-thermal heating system is scheduled for early spring.

#### *H. Wilkes Elementary Project – Change Orders 1 & 2*

Director Van Winkle presented Wilkes Elementary School Replacement Project Change Orders No. 1 and 2 for Board approval.

Change Order No. 1 was submitted as follows:

##### COP-9: VE Credits

*Credit 1 Siding Support* (\$14,500.00)

Spee West will self-perform wood siding support rather than use specified manufacturer.

*Credit 2 Alum Clad Window Trim* (\$17,000.00)

Change aluminum clad window trim from vertical grain (VG) only to mix of vertical and horizontal grain.

*Credit 3 Wood Ceilings* (\$26,000.00)

Spee West will self-perform wood ceilings rather than use specified manufacturer.

*Credit 4 Window Shade Change of Fascia* (\$20,000.00)

Elimination of some motorized shades and change of upper trim.

*Credit 5 Hydronic Piping Change* (\$25,000.00)

Use of 3 1/2” black iron in lieu of 3 1/2” copper for transport of boiler water.

*Credit 6 Mechanical Controls Valves* (\$5,000.00)

Replacement of pressure independent valves with normal ball valves

*Credit 7 Mechanical Dampers and Variable Frequency Drives (\$18,000.00)*

Expanding group of allowable manufacturers to include Ruskin and Dan Foss.

*Credit 9 Roof Installation (\$30,000.00)*

Change from adhesive application of 60 mil roof material to a mechanically adhered application, allowing an easier application method during inclement weather.

Change Order No. 2 was submitted as follows:

COP 001 Tree Removal \$2,342.00

Removal of an additional 20 trees in septic drain field area.

COP 002 Add and Remove Steel per ASI 009 and 014 \$2,622.00

Correction of beam labeling; addition of beams at mid-height overhang; raising beam to remove HSS.

COP 003 Wall Changes at Curtain Room \$420.00

Installation of additional layer of gyp board for acoustic treatment

COP 004 Add Rebar Beam Stirrups \$519.00

Additional reinforcing steel at concrete beam over entry to main electrical room.

COP 006 Finish Hardware and Controls Clarifications (Credit) (\$1,411.00)

Design refinement of door closers and stops, weather strips, exit devices, and door pulls.

COP 011 Steel Connections per RFI 045 \$571.00

Ne detail for framing beam connections over CMU wall at grid 3/E

CCD 015 Skylights \$11,013.00

Add translucent interlayer to skylight for adaption to seasonal light changes.

**Motion 27-11-12:**

That the Board approves Wilkes Elementary Replacement Project Change Orders No. 1 and 2 as submitted. (Curtis) The affirmative vote was unanimous.

*D. State Budget & Legislative Update*

Superintendent Faith Chapel reported state revenues continued to fall far short of projections, resulting in a budget gap that has grown to \$2 billion for the current biennium (2001-13). She noted that in late October, Governor Gregoire introduced a list of alternatives to close the gap. On Monday, November 21, the Governor narrowed the list to create her revised Supplemental Operating Budget, proposing another round of budget reductions for all state programs, including K-12 education. She also asked the Legislature to consider forwarding a revenue package to voters that would offset some of those reductions. Ms. Chapel provided the board with a summary of the Governor's Supplemental Budget provided to school districts by Dan Steele, Executive Director of Governmental Relations for the Washington Association of School Administrators (WASA). The Governor's Supplemental Operating Budget proposal would enact more than \$1.7 billion on spending cuts, with the most significant cut proposed for K-12 education being the reduction of the school year by 4 days (-\$99.2M). Ms. Chapel also provided a special session legislative update from the Washington State School Directors' Association (WSSDA), which was just sent out. It was noted as the Legislature continues their work and develops their proposals for addressing the state budget gap, it will be important for districts to communicate their priorities and recommendations to their representatives.

*E. Policy/Procedure 2409: Credit for Competency/Proficiency (Second Reading)*

Associate Superintendent Julie Goldsmith presented Policy/Procedure 2409: Credit for Competency/Proficiency for its second reading. It was noted no additional edits were submitted for the policy, and Ms. Goldsmith recommended board approval of the second reading of the policy.

**Motion 28-11-12:**

That the Board approves the second reading of Policy 2409 Credit for Competency/Proficiency. (Tawresey) The affirmative vote was unanimous.

*F. Monthly Financial Report*

Director of Business Services Peggy Paige presented the Fiscal Year End Report for 2010-2011, noting the district had received final written approval from Puget Sound ESD 121 on its year-end report. Ms. Paige provided a brief summary of the General fund information as submitted for the final budget report. The entire report includes all district fund areas and is to be posted on the Office of the Superintendent of Public Instruction's (OSPI) website. Copies of the report are available upon request. It was noted that General Fund revenues came in above budget, with

the Supplemental Levy, donations from the Bainbridge Schools Foundation, and rental revenues providing the bulk of this increase. Reductions in state funding were offset by EdJobs and Safety Net funds.

General Fund expenditures were below budget as a result of decreased spending in benefits, supplies, travel, and capital outlay. The district's ending fund balance was reserved in several categories per new accounting guidelines from OSPI. GL 872 *Committed to Minimum Fund Balance Policy* was 3%. GL 888 *Assigned to Other Purposes* is 3%. Ms. Paige noted this was the portion of fund balance committed to Fiscal Year 2011-12 as well as grant and building carryovers. The *Unassigned* fund balance, located on page GL 890, was 1.2%. Ms. Paige also provided a summary of financial reports for the month ending October 31, 2011. An analysis of the General Fund included review of the total revenues, total expenditures, and the net cash inflow to date.

*I. Monthly Communications Report*

Community Relations Coordinator Pam Keyes presented the Monthly Communications Report for activities from October 7 through December 1, 2011. Items included in the report were as follows: Publications – The Fall 2011 issue of the OpenBook went to the printer on December 1. With attention to budget reductions, the issue will be distributed in a slightly different way. Parents and staff will receive the issue via an emailed link. Only non-parent residents and all businesses will receive the printed and mailed copies. In addition, schools will receive a limited number of the printed newsletters to have available for their parents who do not have email access. Website Updates – Training and development activities include staff specific training sessions for teachers and administrators across the district that have editing rights, and continuation of content input on the “incubation” website. Timeline challenges remain, but the district is on track to launch the new website at the beginning of the second semester. Research continues as the district considers topics of interest and navigation of the new website. Other areas reviewed under communications included community outreach, media coverage, emergency preparedness, and email “blasts.”

**Personnel Actions**

**Motion 29-11-12:** That the Board approves the Personnel Actions dated December 2, 2011, and December 8, 2011 as presented. (Curtis) The affirmative vote was unanimous.

**Consent Agenda**

**Donations**

1. Donation to Bainbridge High School in the amount of \$2,498.00 from Catherine Pintinga and Richard Helm to support the purchase of T1 84 calculators for use in Bainbridge High School math department classrooms.

Minutes from the November 17, 2011 School Board Meeting

PAYROLL November 2011

**Warrant Numbers:** (Payroll Warrants) 1000720 through 1000766  
(Payroll AP Warrants) 171610 through 171635  
**TOTAL: \$2,689,110.98**

**Motion 30-11-12:** That the Board approves the revised Consent Agenda as presented. (Spence) 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 2003955 through 2004075 totaling \$ 171,530.65.

(General Fund Voucher)  
Voucher numbers 2004077 through 2004132 totaling \$ 101,802.48.

(General Fund Voucher)

Voucher numbers 2004076 through 2004076 totaling \$ 1,638.81.

(Capital Projects Fund Voucher)

Voucher numbers 4265 through 4267 totaling \$ 66,869.02.

(Capital Projects Fund Voucher)

Voucher numbers 4251 through 4261 totaling \$ 42,447.22.

(Capital Projects Fund Voucher)

Voucher numbers 4262 through 4263 totaling \$ 23,474.36.

(Capital Projects Fund Voucher)

Voucher numbers 4264 through 4264 totaling \$ 146.29.

**Adjournment**

7:48 p.m. – Board President Patty Fielding adjourned the meeting.