

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

**Date:** March 8, 2012

**Place:** Board Room – Commodore Campus

**Board of Directors Present**

Board President – Patty Fielding  
Directors – Mike Spence, Tim Kinkead

**Excused**

Mary Curtis

**Call to Order**

6:03 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 announced Classified School Employee Week in Washington State would be celebrated the week of March 12 – 16. She read into record, Governor Christine Gregoire’s January 2012 Proclamation that stated in part “*there are nearly 50,000 classified school employees working with and helping children in Washington public schools; and classified school employees are instrumental in fulfilling the state’s paramount duty to educate children.*” Co-Presidents of the Bainbridge Island Educational Support Professional Association (BIESPA) Mike McCloud and Lydia Scheiber accepted a copy of the proclamation on behalf of the district’s classified employees, and Mr. McCloud read into record, a moving and heartfelt letter (a copy of the letter available upon request).

**Board Reports**

Board President Patty Fielding read a press release acknowledging the receipt of a letter of resignation from Board Director John Tawresy – Director District No. 3. Ms. Fielding stated John’s colleagues on the Board were saddened at his departure, but appreciated the constancy of his dedication to the best interests of students and the District that this action represented. Ms. Fielding thanked Mr. Tawresy on behalf of students, staff, and the community for his years of service and wished him well. (A copy of the full press release is available upon request.) Ms. Patty Fielding announced the process for replacing the Director District No. 3 position was underway and an official media notice would be published next week.

Tim Kinkead reported he and President Patty Fielding reviewed the domains and rubrics of the superintendent evaluation process. The goal was to develop a superintendent evaluation process that is ongoing through the years to come.

**Presentations**

***A. Resolution 02-11-12: Bond Delegation***

Financial advisor Dave Trageser and Attorney Alice Ostdiek provided information about the opportunity to save Bainbridge Island taxpayers addition dollars by restructuring the 2006 Bonds through a “refunding” process. An overview of Resolution 02-11-12: Bond Delegation was also presented. The resolution delegates authority to the District’s designated representative to set final terms of the bonds and related matters. It was noted that preliminary estimates indicate there is the potential to realize a taxpayer savings of close to a million dollars.

**Motion 48-11-12:** That the Board approves Resolution 02-11-12: Bond Delegation as presented. (Spence) The affirmative vote was unanimous. (Spence, Fielding, Kinkead)

***B. Highly Capable Self-Study***

Betsy Minor Reid, Executive Director of Instructional Support Services, and Highly Capable Advisory Committee parent representative Pegeen Mulhern, presented an overview of the highly capable services currently in place in the district. The current identification process includes each school assessing the entire third grade class in the spring. This is followed by a fall assessment of new entrants completed by school counselors. Once identified, an Individual Learning Plan is developed for each student and is dependent on teacher availability. It was noted there were inconsistent strategies to meet student needs with limited resources.

During the 2010-2011 school year, the Highly Capable Advisory Committee reviewed the different components associated with serving students identified as highly capable. At the conclusion of this review, the reported information indicated a self-study was necessary. This year's self-study revealed several areas that were recommended for change: 1) identification process; 2) service delivery model; 3) Individual Learning Plans; and 4) classroom resources. Recommendations for service change included establishing one assessment date annually, begin service in third grade, develop an annual schedule for the creation and updating of individual learning plans in each grade span, create a multi-disciplinary team to determine student selection, and engage in purposeful, intentional work to assist teachers in meeting needs, with readily available resources. The committee projects their work will be completed at the conclusion of the current school year, with implementation of a more streamlined identification process, resulting in adjustments to service delivery, beginning in the 2012-2013 school year.

#### *C. District Mission, Vision & Guiding Beliefs, and District Improvement Plan Overview*

Superintendent Chapel explained the Board of Directors had been in the process of revising the district's Mission, Vision and Guiding Principles since the fall of 2010. Ms. Chapel noted the document had been developed with assistance from the Lake Washington School District, and was presented at the December school board meeting for review. Since then, additional revisions have been incorporated into the document. The latest iteration of the document was provided for board review and discussion. As stated in the document, the district's mission as a learning organization is to ensure that every student is future ready: prepared for the global workplace; prepared for college; prepared for personal success. The district's vision reflects a commitment to providing each student with an excellent academic program in an engaging and supportive environment. The three components of the guiding principles include: "*Strong Minds*" (Challenge): challenging and meaningful curriculum; high expectations and quality instruction, "*Strong Hearts*" (Connection): interconnected learning experiences; personalization and individual attention, "*Strong Community*" (Community): student engagement and leadership; caring and supportive environment. Details for each of these key components are contained within the document. Following Ms. Chapel's presentation, board members engaged in a brief discussion regarding the key components in the mission statement. It was noted that the draft document will be posted on the district's website, with the goal of gathering feedback from parents, staff and community members.

Ms. Chapel also provided an overview of the draft District Improvement Planning Document, which was developed by the district administrative team and school principals to identify key initiatives to improve student learning. Accompanying the detailed planning matrix was a two year overview of the district priorities and strategies intended to prepare students for future success. It was noted this two year overview was shared with the District Budget Advisory Committee and should serve as the guide for what drives funding. Reviewing the improvement plan priorities for 2012-13, group discussion briefly focused on Priority 3 – High Quality Assessment that Informs and Supports Individualized Instruction, with folks in agreement that it will be important to give teachers time to understand the data being gathered.

#### *D. Budget & Legislative Updates*

Superintendent Chapel distributed a special edition of This Week In Olympia, which was sent out at 5:00 PM this afternoon. The House has now passed a new budget version, with key points of the new proposal as follows: a) leave \$352 million in reserve to cushion the budget against further economic downturns; b) no cuts to K-12 education; c) there is a "contingent appropriation" for school districts' June 2013 general apportion payments; and d) a few of the funding enhancements proposed by the House were included, although at a lower level. Ms. Chapel noted a comparative list of the House and Senate budget proposals was included in the publication. A draft copy of the changes currently anticipated for the district's 2012-13 budget was included in the board meeting materials for review and consideration.

#### *E. Monthly Communications Report*

Community Relations Coordinator Pam Keyes began her report by sharing some statistics from Google Analytics, which has provided insights into the new district website's user traffic and marketing effectiveness. Ms. Keyes noted between February 12 and March 1, Google Analytics reported 36,406 people visited the district website, with 79.96% new visitors and 20.4% returning visitors. Other areas highlighted in the communications report included: Publications – The next issue of OpenBook is in process, with the feature article focused on instruction as it relates to the Language Arts curriculum review and implementation. Website Training- The district is developing the use of Forms and Surveys component and will begin by training district staff. An example of the use of this tool, PTO leaders will have a way to report their volunteer statistics through the website. Community Engagement – Ms. Keyes attended Great educators, Great schools, Great kids – and Great reading, an event held at the Kitsap Mall in honor of Read Across America. The event was hosted by WEA-Olympic, Kitsap Sun and Barnes & Noble. In coordination with BIEA, district information was displayed and shared. Emergency Preparedness – Ms. Keyes met with Bainbridge Island Fire Department Assistant Chief Luke Carpenter, Red Cross Emergency Services Manager David Rasmussen, and Erin Ernst, a Red Cross Services Coordinator. They discussed how emergency responses are

coordinated between the Read cross and Schools, and the procedures for use of school facilities as shelters. Mr. Rasmussen will be introduced at a later school board meeting when he will present a new Red Cross agreement for use of school facilities.

*F. Wilkes Elementary School Project – Change Order No. 4*

Director of Facilities and Capital Projects Tamela Van Winkle provided a brief overview of Wilkes Elementary Replacement Change Order No. 4 being presented for board consideration and approval. Change Order No. 4 included the following items:

CCD 020	<u>Steel Beam at Bridge Per RFI 059</u> Structural beam missing at upper connection of bridge to wall of south Wing C.	\$2,867.00
CCD 027	<u>Add Handrail at Stage Stair</u> Architectural code compliance at steps from Commons to stage.	\$2,087.00
COP 010r	<u>Power Study</u> Coordination study was necessary to determine maximum allowable electrical load for service breaker protection.	\$2,845.00
COP 012	<u>L&amp;I Electrical Revisions per ASI 15</u> Electrical amperage, circuitry, and safety disconnect code compliance.	\$6,746.00
COP 013	<u>PE Office Changes</u> Electrical relocation of 4 – 4” conduits to minimize impact in PE office.	\$4,572.00
COP 014	<u>Commons Upper Walk per RFI 47</u> Structural correction of bridge trusses to accommodate wood decking.	\$5,804.00
COP 015r	<u>Added Roof Beam per RFI 62</u> Structural angle addition to support roof decking at gym entry.	\$ 396.00
COP 018	<u>Reinforce Top Hinge of Doors 102A, 102B, 102D</u> At the gym, where community use will be popular, these hinges will add durability.	\$ 490.00
COP 019	<u>Delete VAV per RFI 55</u> Removed from the drawings, this heating unit erroneously remained on the schedule.	(\$398.00)
COP 020	<u>Delete Scorekeeping Station per RFI 32</u> Budget Alignment/value engineering reduced two scorekeeping stations to one.	(\$341.00)
PR 006	<u>Telecom Routing Change</u> Space limitations along the bridge between Wings D and C prompted an underground route.	\$6,853.00
PR 008.2	<u>Exterior Pole Light Change</u>	(\$430.00)

**Motion 49-11-12:** That the Board approves Wilkes Elementary Replacement Change Order No. 4 as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Fielding, Spence)

**Personnel Actions**

Superintendent Faith Chapel noted the Personnel Actions dated March 8, 2012 included the resignation of John Tawresey from the Bainbridge Island School Board effective 03/06/2012.

**Motion 50-11-12:** That the Board approves the Personnel Actions dated March 2, 2012, and March 8, 2012 as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Fielding, Spence)

**Consent Agenda**

**Student Field Trip: Overnight or Out-of-State**

1. Request for Board approval from Mosaic teacher Martha Wells for Mosaic 4 – 8 students to participate in the annual Outdoor Education Program at Camp Seymour in Gig Harbor, Washington April 9 – 11, 2012.

2. Request for Board approval from Bainbridge High School Instrumental Music Teacher Lillian Garcia for Band students to participate in the Music in the Parks Competition at the Silverwood theme park in Coeur d'Alene, Idaho on May 18 – 20, 2012.
3. Request for Board approval from Susan Kaseler, Head Coach of the Bainbridge High School Sailing Team (club sport) for members of the team to participate in a variety of overnight and out-of-state competitions (see attached schedule) throughout the sailing season.
4. Request for Board approval from Bainbridge High School Head Tennis Coach Mike Anderson for the Tennis Team to participate in the Tri Cities Invitational in Kennewick, Washington on April 13 – 14, 2012.

District Staff: Out-of-State Travel

1. Request for Board approval for Bainbridge High School Digital Photography Teacher Janet Neuhauser to attend the Society for Photographic Education National Conference in San Francisco, California on March 21 – 25, 2012.
2. Request for Board approval for Executive Director of Instructional Support Services Betsy Minor Reid to conduct a school site visit in Oregon on a date to be scheduled between March 15 and March 30, 2012. Specific details of the visit will be finalized once confirmed by all sites. There is no cost to the district as travel costs are provided by the school site in Oregon.

Minutes from the February 9, 2012 School Board Meeting

Minutes from the February 23, 2012 School Board Meeting

**Motion 51-11-12:** That the Board approves the revised Consent Agenda as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Fielding, Spence)

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 2004662 through 2004757 totaling \$ 130,987.29 .

(General Fund Voucher)

Voucher numbers 2004661 through 2004661 totaling \$ 1,933.65 .

(Capital Projects Fund Voucher)

Voucher numbers 4307 through 4311 totaling \$ 48,767.29 .

(Associated Student Body Fund Voucher)

Voucher numbers 4000568 through 4000568 totaling \$ 24.86.

**Adjournment**

8:20 p.m. – President Fielding adjourned the meeting.