

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

Date: March 29, 2012

Place: Board Room – Commodore Campus

Board of Directors Present

Board President – Patty Fielding

Board Vice-President – Mary Curtis

Director – Mike Spence

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 reported several exciting activities related to the District's Science, Technology, Engineering and Mathematics (STEM) initiative, specifically at the elementary level. Last Friday evening, Ms. Chapel and STEM Coordinator Greg Moncada attended the first Wilkes Elementary School Science Night at which a wide array science-related, hands-on activities for the whole family were provided. It was also noted that Blakely Elementary is developing family activities with a group of parents whose field of expertise is engineering, and Ordway Elementary sponsored a Math Exploration Night that was attended by over 300 families.

Ms. Chapel reported viewing a special showing of the film *American Teacher*, a thought-provoking documentary that addresses how society views the teaching profession in the USA. She noted the producer of the film, Ninive Calegari, will be the guest speaker at the Bainbridge Schools Foundation Annual Spring Breakfast to be held on April 19th (8:00 – 9:30 AM at Wing Point Golf and Country Club).

Earlier in the day, Ms. Chapel attended the 2011 Washington Achievement Awards ceremony hosted by Mariner High School in Everett. Four of Bainbridge schools, Bainbridge High, Eagle Harbor High, Woodward Middle, and Odyssey Multiage, were recognized for their outstanding achievements.

Board Reports

Mary Curtis attended the Board Curriculum Committee meeting at which four different topics were discussed including: enrollment data, specialist staffing at the elementary schools, Wilkes multiage classrooms, and the highly capable math program. In addition, the committee discussed the proposed professional development calendar. Ms. Curtis also attended Sakai Intermediate School's Leaving Our Island program presentations, and offered "kudos" to the teachers involved with that program.

Patty Fielding attended a workshop presented by consultant Karen Rogers (University of St. Thomas, Minnesota) that was part of the Highly Capable Self Review. There was discussion related to frameworks and other strategies used to meet student needs. Ms. Fielding also spoke about the board's retreat held Saturday, March 24 at the Yonder community meeting facility. At the retreat, board members and district administrators discussed the district's improvement plan with a focus on instructional leadership. All who participated felt the retreat was a rewarding experience.

Presentations

A. American Red Cross Agreement

American Red Cross Emergency Services Manager Dave Rasmussen provided an overview of how the organization works with other organizations to provide emergency services on behalf of individuals and families who are victims of disaster. Mr. Rasmussen also distributed an informative brochure *Your Family Disaster Plan*, which provides basic guidelines regarding emergency preparedness for families. The board was also presented with an updated agreement between the American Red Cross and the District for review and consideration. The agreement was for the use of facilities during an emergency situation, and to provide the Red Cross with a yearly update regarding the point of contact information.

Motion 52-11-12:

That the Board approves the agreement with the American Red Cross. (Curtis) The affirmative vote was unanimous. (Curtis, Spence, Fielding)

B. Professional Development Calendar: Early Dismissal Proposal Update

Assistant Superintendent Dr. Peter Bang-Knudsen and Bainbridge Island Education Association President Dave Layton presented information regarding the status of the work of the Professional Development/Collaboration Calendar Committee. Mr. Layton briefly described past practice for professional development for certificated staff, noting the once a month release model has not worked well. Dr. Bang-Knudsen added with new initiatives, the continual goals for improvement, and the loss of state-funded professional development days in the last five years, there is less time and money to support teaching and learning. A recent survey of teachers regarding professional development indicated a large majority of staff were dissatisfied with the current monthly early release models, and a large majority of staff were interested in moving to a weekly early release model. Feedback from teachers to the committee included: a) teachers want effective use of staff training/collaboration; b) there was some concern about loss of instructional time; and c) there is some concern about the effect on the schedule, especially at the high school.

The committee sent out a district wide email to parents describing the rationale for the proposed schedule change. A survey of parents was also conducted and results were shared with the board. Overall, the survey indicated parents were supportive of the proposed change from a monthly three-hour early release, to a weekly ninety minute early release. Feedback from parents included the following concerns: a) loss of instructional time; b) challenges related to child care and student supervision; and c) concerns about the efficacy of the staff training, and will it be worthwhile. Regarding questions about a late start versus an early release, the committee determined a late start model would limit staff opportunities to work beyond designated time (should they want to extend), and this model would impact families who would have to arrange for both before and after school child care. Suggestions that early release days fall on Fridays, or the training take place after school or on weekends, were not workable for a variety of reasons.

Looking ahead, Dr. Bang-Knudsen said the committee will consider concerns expressed in the surveys. He noted additional staff training and collaboration is directly aligned to achieving the goals of the District Improvement Plan, and is directly related to student improvement. Finally, it was noted the proposed professional development/collaboration schedule was a bargained contract item and would be negotiated beginning next month.

C. Teacher-Principal Evaluation Update: Revised Legislation

Dr. Peter Bang-Knudsen provided an update regarding the Teacher/Principal Evaluation timeline, as well as an update of Senate Bill 5895. It was noted both the teacher and principal evaluation development committees were progressing toward creating evaluation tools, and implementing a professional development plan for the new evaluation systems. A synopsis of Final Bill Report ESSB 5895 was provided for board review. While several components of the new evaluation law were highlighted, the most important aspect for the district was the extension of the timeline for full implementation of the

teacher evaluation system from 2013/2014 to 2016/2017. In essence, with the inclusion of the pilot year, this will allow for a four-year phase in of the new system. In terms of the cost for introduction of the new evaluation system, and the capacity for training teachers, the extension of the timeline makes the implementation process more feasible. Dr. Bang-Knudsen noted when completed, the evaluation materials will be posted on the district's website.

D. State and District Budget Update

Superintendent Faith Chapel provided a review of the state and district budget activities to date, as well as legislative update from the Washington State School Directors' Association dated March 19th. Ms. Chapel noted the good news for K-12 Education was both the State House and Senate reached consensus there will be no further reductions to education funding. However, they have not been able to agree on the strategy that will be used to address the budget shortfall. Democrats have proposed delaying a monthly payment to K-12 school by a day, pushing it into the next two-year budget and saving \$330 million in the current biennium. Republicans oppose the delay, arguing it would contribute to a shortfall in the next budget cycle. Instead, they have proposed skipping a \$133 million payment toward funding older, closed pension plans for teachers and state workers. The two parties have remained deadlocked over these difficulties. A third alternative strategy was proposed by the governor's office, exploring a permanent change to the state accounting process. This proposal has not gained much traction. Only the budget writers are currently in Olympia, and there is no final budget.

Regarding the district's budget, Ms. Chapel shared a draft of the 2012-2013 General Fund Projected Budget Gap noting the biggest change from last year is the smaller impact of state and federal reductions at \$80K. The biggest impact on budget planning is the anticipated reductions in enrollment which will require reductions in staff positions and support services to align with reductions in revenue. Other areas of adjustment impacting the budget will be utilities, water and sewer, implementation and training for new math curriculum and teacher evaluation pilot, local levy changes, and salary and benefit adjustments. Ms. Chapel noted the continuing and generous support of the Bainbridge Schools Foundation, which if made at the same pledge level as last year, would offset the budget gap by \$650K. The District Budget Advisory Committee will continue to meet to review the subcommittee reports, and staff /parent survey data to develop a list of budget reduction strategies that have not yet been implemented.

E. Monthly Technology Report

Director of Instructional Technology and Assessment Randi Ivancich provided a summary of recent technology-related activities in the district. Highlights from that report were as follows: Learning: Engage & Empower – Technology Department staff are investigating options for increasing the density of the district's wireless network. This would allow more devices to attach to the district's wireless network. The advent of personally owned devices creates the expectation and demand that the district network will allow personally owned devices to run on the network. An increasing number of students, primarily at the high school, are bringing their own devices to school. Students are able to attach to a "guest-like," student level for Internet access but the current network does not allow the devices to access the network drive such as the shared drive. The expansion of the wireless network capacity will allow the opportunity for student owned devices to be used at school and in the classroom to promote access to learning resources, both in and beyond the district systems. Infrastructure: Access & Enable – The network supervisor is laying the foundation for summer migration to Active Directory by creating a parallel system that will run alongside the district's current system. This will allow the district to test and adjust specific aspects of the new system while still running on the current system.

F. Monthly Capital Projects Report

Director of Facilities and Capital Projects Tamela Van Winkle reported on a variety of facility projects currently underway throughout the district. Highlights from the report include the following: Wilkes Replacement – The Music room has been moved out of one of the portables into a "storage room" that was temporarily remodeled to accommodate the program for the remainder of the school year. The

portables will be demolished to begin work on the new bus loop. It was noted the weather continues to be challenging. The late winter and early spring seasons have been unusually cold and wet. Wet weather and extreme cold prevent roofing and weather barrier installation of the walls. Construction activity variance was granted by the City of Bainbridge Island for weekend work. Sunny weather provides an opportunity for weather barrier application in preparation for brick masonry installation. *Other Projects* – 1) PSE is continuing to work in areas around the island that will have impacts on the district. The district has been notified of upcoming work in the Eagledale area as well as the continuation of the Murden Cove project. 2) Verizon antenna work has started to install cellular antennas on the northern water tower at the north side of the Bainbridge High School campus. There will be some restrictions on the use of the access road during the construction which is anticipated to last two months. *Ordway* – 1) The portables at the north end of the Ordway campus have suffered water intrusion and the siding consequently is failing in some areas. Clark Construction, an island company, has successfully bid the replacement of siding on the three buildings. The work is to be completed over spring break. 2) A local volunteer group is working with the District to explore options of installing rain gardens in the front of the school. The group is seeking grant funding opportunities to proceed. *Bainbridge High* – 1) Johnson Electric will be on site during spring break to modify wiring of the lights in the administration area to prevent “dimming” that has randomly occurred. 2) Northwest Edison will be on site during spring break to modify gym light circuits to allow operation during power outages. 3) Northwest Edison has reviewed the house lights in the LGI and will present a proposal to upgrade and improve lighting with efficient LED technology. 4) The direct lighting in the art and pottery rooms will be replaced over spring break. *Woodward* – Northwest Edison will be on site during spring break to modify circuits in the gym and commons to allow for operation during power outages. 2) Saxton Bradley has submitted a proposal to install an updated projector in the commons. *Commodore* – Proposals to remove and replace existing asphalt in the “Pit” parking area are under review. Work will be completed over the summer break.

G. Wilkes Elementary Replacement: Change Order No. 5

Director Van Winkle submitted Wilkes Elementary Replacement Project Change Order No. 5 for Board review and consideration. Items included on Change Order No. 5 included the following:

CCD 002	<u>Curtainwall & Door Changes</u> Architectural coordination of door height, width, hardware, ceilings & windows.	\$1,899.00
CCD 003	<u>Custodial Utility Sink</u> Addition of plumbing at main custodial room per BISD Design & Construction Standards	\$2,180.00
CCD 007	<u>Kindergarten EX HM Door Detail</u> Architectural coordination with structure at door jambs and head.	\$2,309.00
CCD 008	<u>Delete Columns and Add Angels</u> Structural revisions for architectural alignment of OTPT window, door, brick & wood siding.	\$3,727.00
CCD 012	<u>Tile Changes</u> Change of square ceramic wall tiles to rectangular ceramic wall tiles.	\$ 0.00
CCD 017	<u>Gym Acoustic Wall Panels</u> Change from field-wrapped panels to factory-wrapped panels.	(\$7,516.00)
CCD 29R1r	<u>Double Steel Plate DS Locations and Roof Drains</u> Clarification of steel plates to support downspouts & instructions for non-specified roof drains.	\$22,804.00

CCD 30	<u>Sheet Metal Coping @ Shared Learning</u>	\$3,357.00
	Revised architectural detail will provide durable rain & snow protection.	
CCD45	<u>Art Tile Layout</u>	(\$6,400.00)
	Credit for owner controlled creation of student art tiles.	
COP 017r	<u>RFI 73 Fuel Tank</u>	(\$24,257.00)
	Two fuel tanks were specified. Only one needed. Credit for removal of the most elaborate.	
COP 21	<u>Hardware Changes</u>	\$1,363.00
	Change of hinge type at 4 doors, finish at 30 doors, removal of 3 interior weather gaskets.	
COP 22	<u>Topping Slab Welded Wire Fabric</u>	\$22,283.00
	Without specified method, mesh allows attachment of radiant floor heat pipe in topping slab.	
COP 23	<u>Additional Brick Mock-up</u>	\$861.00
	Allowed selection of brick mortar color that best matches the brick.	
COP 24r	<u>Added Drains & Domestic Water Drops</u>	\$4,772.00
	Downsize in domestic water pipe; additional 3 floor drains in floor 2 mechanical room.	
COP 25	<u>Vision Lites at Gym Doors</u>	\$1,318.00
	Windows in gym doors will prevent injury from opening them onto others.	
COP 27	<u>Wall Types at Shared Learning</u>	\$3,684.00
	Architectural clarification of unspecified wall construction at Shared Learning.	
<u>Change Order No. 5 Total</u>		\$32,384.00

Motion 53-11-12:

That the Board approves Wilkes Elementary Replacement Project Change Order No. 5. (Spence) The affirmative vote was unanimous. (Spence, Curtis, Fielding)

H. Woodward Middle School & Bainbridge High School 200 Building, Building Compliance Evaluation Annual Report

Director Tamela Van Winkle presented the annual report related to Woodward Middle and Bainbridge High School – 200 Building condition evaluation. It was noted one component of OSPI’s Asset Preservation Program requires facilities constructed New or New-in Lieu with state assisted funding after 1993, and plan to pursue eligibility for future state funding, must now complete annual Building Condition Evaluations, and present the evaluations to the school board. Ms. Van Winkle stated deficiencies identified in the 2011 Building Condition Evaluation were addressed by Maintenance and Capital Projects staff. Maintenance staff completed the second annual Building Condition Evaluation for Woodward Middle School and Bainbridge High School – 200 Building, and the district is compliant with all current requirements.

I. Monthly Financial Report

Director of Business Services Peggy Paige provided a summary of the General Fund for the month ending February 29, 2012. She noted total General Fund revenues to date were 2.5% less than for the same period

last year, and in line with the expected average. Tax collections were up compared to last year. Collections to date indicate an increase in payments on delinquent taxes when compared to last year. Local revenues were well above the average. Donations, rental and tuition revenues were all above the expected average. State revenues were consistent with state funding expectations, and the decline in enrollment. Transportation is currently being funded above budget estimates. Federal revenues are currently above the expected average since grant reimbursement claims have been filed earlier this year. The receipt of Ed Jobs fund is reflected in the federal revenues received last year.

Expenditures for the year to date were 1.8% lower than for the same period last year. Total expense for *Basic Education* is below the expected average. *Tech Levy* purchases have pushed *Learning Resources* higher than last year but it is still below the expected average since budget adjustments were made in anticipation of these purchases. Counseling is above the average because the district is charging the student portion of the data processing service to counseling during the year, rather than with a transfer at year end. Total *Special Education* costs were down 2.2% compared to last year and are below the 3-year average. Costs are being well contained in this category. *Operation, Buildings* is in line with budget at this time. While *Utilities* reflect some variations in payment patterns, the current trend would indicate being below budget in this area. Food costs were up compared to last year but *Food Service* is expected to stay within budget estimates. Maintenance is currently above the average but a transfer in March to reimburse Capital Projects expense will bring this in line with budget. *Information Services* and *Central Office* are lower than last February and the average. *Information Services* reflects only the fiscal portion of the district's data processing fees since the balance of the expense is being charged directly to counseling this year. *Central Office* currently indicates reduced expense for election costs and legal fees.

J. 2011-2012 Calendar Change

Superintendent Faith Chapel recommended the board meeting scheduled for May 10, 2012, be moved to May 17, 2012 to accommodate the absence of board members. A second recommendation was the "official" change of the last day of school to June 15, 2012, due to snow make-up days from January storms.

Motion 54-11-12: That the Board approves the 2011-2012 Calendar changes as presented. (Curtis) The affirmative vote was unanimous. (Curtis, Spence, Fielding)

Personnel Actions

Motion 55-11-12: That the Board approves the Personnel Actions dated March 22, 2012, and March 29, 2012 as presented. (Curtis) The affirmative vote was unanimous. (Curtis, Spence, Fielding)

Consent Agenda

Donations

1. Donation to *Blakely Elementary School* in the amount of \$2,000.00 from the *Intermec Technology Corporation* for technology.

District Staff: Out of State Travel

1. Request for Board approval from Bainbridge High School Future Business Leaders of America Advisor Kim Rose for students involved in that program to attend the State Business Leadership Conference in Seattle April 12 – 14, 2012.

Student Field Trip: Overnight

1. Request for Board approval from Bainbridge High School Future Business Leaders of America Advisor Kim Rose for students involved in that program to attend the State Business Leadership Conference in Seattle April 12 – 14, 2012.

2. Request for Board approval from Odyssey Grades 1 & 2 Teacher Peggy Koivu for students involved in that program to participate in workshops for earth and life science education at Camp Indianola May 7 & 8, 2012.
3. Request for Board approval from Odyssey Grades 3 & 4 Teacher Barbara Bolles for students involved in that program to attend the Olympic Park Institute May 21 – 23, 2012.
4. Request for Board approval from Odyssey Grades 5 & 6 Teacher Barry Hoonan for students involved in that program to attend Camp Seymour in Gig Harbor May 21 – 23, 2012.
5. Request for Board approval from Blakely Elementary School Principal Reese Ande for Blakely 4th Grade students to attend Olympic Park Institute on Lake Crescent (west of Port Angeles) for their Outdoor Education experience on May 23 – 25, 2012.

Minutes from the March 8, 2012 School Board Meeting

February 2012 Payroll: (Payroll Warrants) 1000861 through 1000903
(Payroll AP Warrants) 171686 through 171709
TOTAL: \$2,671,468.23

Motion 56-11-12: That the Board approves the revised Consent Agenda as presented. (Spence) The affirmative vote was unanimous.
(Spence, Curtis, Fieldin)

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 approved for payment.

(General Fund Voucher)
Voucher numbers 2004758 through 2004913 totaling \$ 290,727.28 .

(Capital Projects Fund Voucher)
Voucher numbers 4312 through 4318 totaling \$ 1,185,591.69 .

(Associated Student Body Fund Voucher)
Voucher numbers 4000599 through 4000600 totaling \$ 636.37 .

(Associated Student Body Fund Voucher)
Voucher numbers 4000569 through 4000598 totaling \$ 48,248.59 .

(General Fund Voucher)
Voucher numbers 2004914 through 2004914 totaling \$ 906.22 .

(Associated Student Body Fund Voucher)
Voucher numbers 4000601 through 4000601 totaling \$ 177.96 .

(Capital Projects Fund Voucher)
Voucher numbers 4319 through 4319 totaling \$ 75.73 .

8:03 p.m. - Board President Patty Fielding announced the Board would move into an executive session for 10 minutes regarding negotiations.

Adjournment

8:13 p.m. – President Fielding reconvened the meeting to a public session and immediately adjourned.