

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

Date: May 31, 2012

Place: Board Room – Commodore Campus

Board of Directors Present

Board President – Patty Fielding

Board Vice-President – Mary Curtis

Directors – Mike Spence, Tim Kinkead, Mev Hoberg

Call to Order

5:30 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 each year the Washington Association of School Administrators provides an opportunity for school districts to nominate community partners for the WASA Community Recognition Awards. This year, Bainbridge Island School District nominated Bainbridge Youth Services (BYS), an organization that has served Bainbridge Island teens, their families and the community since 1962. For the past fifty years, BYS has provided students with free, high-quality professional counseling; a jobs program; recognition for students’ acts of compassion and community involvement; and a variety of other programs and services. Ms. Chapel announced BYS received the top regional honor in the 2012 Washington Association of School Administrators (WASA) Community Recognition Awards presented May 18 at the Puget Sound Educational Service District offices in Renton. Ms. Chapel introduced BYS Executive Director Lori Midthun who, in turn, introduced the BYS Board of Directors.

Board Reports

No board reports.

Presentations

A. 2012-2013 Professional Development Calendar

Assistant Superintendent Dr. Peter Bang-Knudsen provided background and an overview of the development of the 2012-2013 Professional Development /Collaboration Early Release Calendar. He reviewed the top three reasons for the weekly early release days for staff training/collaboration that included: *Research* – staff training/collaboration equals better teaching and better student learning; *District Improvement Plan* – improving instruction, improving curriculum, improving use of data all require staffing training; *Loss of State Funds for Training*. Preparation for the weekly early release for the staff training/collaboration model included: a) Formation of a committee that included parents and staff with a variety of options researched region-wide; b) Conducting a survey of district staff; c) Conducting a parent survey that generated over 400 respondents with a 60% support for early release; d) Worked closely with teachers and principals to outline a proposal for the use of the early release time; e) Approval by teachers of the early release model with a 97% passage rate. Dr. Bang-Knudsen noted district staff and association representatives worked together to develop contract language that reflects the intent of the staff training/collaboration early release time. Bainbridge Island Education Association (BIEA) President David Layton spoke about the belief that the only way to truly improve student learning is to have opportunities to rethink what teachers do, and that can’t be done without time. Teachers Amii Pratt (Wilkes 1st Grade), and Warren Read (Wilkes 4th Grade) provided their view regarding how the proposed

professional development and collaborative activities will be based on articulated district, school, and/or personal professional development goals, and how teachers, and subsequently students, will benefit from this time.

Dr. Bang-Knudsen continued with the presentation by explaining all staff training will occur on school sites or at another district facility with administrator approval. Feedback forms will be provided at each activity to ensure high quality staff training. When teachers collaborate in small groups, they will provide an update to their supervisor on their work. Broaching the question of “why Mondays,” it was noted that feedback from both students and staff at Bainbridge High School indicated that a Wednesday early release schedule would be challenging for students given the current block schedule. The district will monitor effects of the early release Monday schedule (e.g. attendance), and BHS will form a committee to examine its schedule to see if a new schedule would better meet the needs of students.

Possible concerns related to the new weekly early release model were reviewed including: a) potential loss of instructional time (district adding 5-10 minutes of instructional time to each day to offset); b) parent childcare challenges (more consistent basis, less time for wandering); and c) is this time worth it? (district, principals, teachers, all committed to communicating how this time is being used, and how it will benefit students). Dr. Bang-Knudsen explained the changes to the school schedules would include the following: Bainbridge High – a) 90 minutes early release each Monday; b) adds 10 minutes per day of instructional time; and c) adjusts lunch/passing time by 2 minutes. Woodward Middle – a) adds 2 minutes to the instructional day; b) adjusts lunch passing by 4 minutes. Sakai – a) 90 minutes early release each Monday; b) No other changes (already had more instructional minutes built into the day than other schools). Blakely, Ordway, Wilkes, Commodore – a) 90 minutes early release each Monday; b) add 5 minutes per day of instructional time; and c) Commodore will follow elementary and BHS model accordingly.

Following the presentation, Board President Patty Fielding opened the floor to public comment. Blakely Music Specialist Jeremy Rothbaum spoke about the impact of the early release

B. Policy/Procedure 2315 – Network Acceptable Use Guidelines & Internet Safety (Elimination)

Director of Instructional Technology and Assessment Randi Ivancich presented Policy/Procedure 2315 – Network Acceptable Use Guidelines & Internet Safety for elimination. This policy/procedure will be replaced by new Policy/Procedure 2022 – Responsible Use of Electronic Resources.

Motion 70-11-12:

That the Board approves the elimination of Policy/Procedure 2315 – Network Acceptable Use Guidelines & Internet Safety. (Curtis) The affirmative vote was unanimous.

C. Policy/Procedure 2022 – Responsible Use of Electronic Resources (New-First Reading)

Director of Instructional Technology and Assessment Randi Ivancich, along with Librarians Kathleen Pool (Blakely Elementary) and Kathy Ellison (Sakai Intermediate), provided an overview of new Policy/Procedure 2022 – Responsible Use of Electronic Resources. Based on recent changes in FCC regulations and an increase of mobile devices users, the district was prompted to review and update board policies related to the use of network and electronic resources. A committee of technology staff representatives participated in the revision of the policy and procedures to guide users in the responsible use of the district network and electronic resources, both district-owned and personally owned, while engaged in school-related activities. Ms. Pool and Ms. Ellison explained the concept of “digital citizenship” that is reflected in the new procedures, and will guide students to understand that information posted on the Internet is public and permanent and can have long-term impact on an individual’s life and career. Following the committee’s work, the draft policy was reviewed by the Technology Advisory Committee, the Technology Leadership Committee, Human Resources, administrators, high school students, and a board representative experienced in legal documents. At the conclusion of the

presentation, board questions were related to monitoring, infractions and punitive outcomes, student constitutional rights, and user agreements. Based on the content of the new policy, board members suggested the word “reputations” be added at the end of the second paragraph.

Motion 71-11-12: That the Board approves the first reading of new Policy/Procedure 2022 – Responsible Use of the Electronic Resources with suggested edits. (Curtis) The affirmative vote was unanimous.

D. Long Range Strategic Planning

Superintendent Faith Chapel explained at its last meeting (May 17), the Board discussed two different sets of processes for moving forward with strategic planning. Although board members did not define the specific process to begin strategic planning, they talked about the need to address economic and demographic challenges faced by the district. Following that meeting, Ms. Chapel met with Board President Patty Fielding and Vice-President Mary Curtis to discuss the appropriate next step. That meeting resulted in a proposal for the formation of a School Configuration Committee for the first phase of the strategic planning process. Ms. Chapel submitted a draft of the proposal for board discussion and review. The proposal contained the context in which the committee would begin its work including both economic and demographic challenges, the purpose for considering change, a variety of factors to be considered, and the committee tasks and responsibilities. The proposed committee composition would include district administrators, school administrators, certificated staff, classified staff, parents, community members and ex-officio school board members. A timeline for the committee work was also included in the draft proposal. Following discussion related to the various aspects of the proposal, it was noted communication to the public would be a very important element of the process. Board members noted their consensus in moving forward with the planning process to form a school configuration committee. Ms. Chapel will bring a formal document describing the “charge” to the committee to the June 14th school board meeting for consideration.

Board President Patty Fielding suggested item I. Monthly Capital Projects Report be moved up on the agenda. There were no objections.

I. Monthly Capital Projects Report

Director of Facilities and Capital Projects Tamela Van Winkle provided a summary of facility and project activities for May. Ms. Van Winkle noted ongoing tours of the Wilkes project site on Monday afternoons. Summary highlights included the following: Wilkes Replacement – Construction milestones in May include completion of the geo-thermal borefield, roofing, air barrier coating of exterior walls, brick installation, and delivery of water from the KPUD water improvements project. New work includes aluminum clad wood window installation, skylight installation, exterior cedar siding, and interior painting. Ms. Van Winkle noted a recent meeting with the contractor regarding strategies to move the project along. Bainbridge High – The front office of the 200 Building will be enclosed with glass to improve the retention of heat in that area. Other – Lighting upgrades continue in the district facilities. Centurylink is connecting the fiberoptic line from Madison Avenue to the tower site. Once this is complete, Verizon will install and connect their equipment and Legacy Telecomm will install the antennas.

E. Instructional Materials Committee Report

Associate Superintendent Julie Goldsmith provided the Instructional Materials Committee report and minutes from the committee’s May 22, 2012 meeting for board review and consideration. The committee recommended the following instructional materials be approved for use:

1) *Triangulo – A Proposito*

(published by Wayside Publishing)

AP Spanish

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| 2) <i>A Toda Vela!</i>
(published by EMC Publishing) | by Carmen Herrera & Paul Lamontagne
AP Spanish Language & Culture |
| 3) <i>The Absolutely True Diary of a Part-Time Indian</i>
(published by Little, Brown & Co.) | by Sherman Alexie
Language Arts (Grade 8) |
| 4) <i>Holt McDougal Algebra I Common Core Edition</i> | by Edward Burger
Algebra I (Grades 7-12) |
| 5) <i>Holt McDougal Algebra II</i> | by Edward Burger
Algebra II (Grades 9-12) |
| 6) <i>Holt McDougal Geometry Common Core Edition</i> | by Edward Burger
Geometry (Grades 9-12) |
| 7) <i>Geometry: Seeing, Doing, Understanding</i>
(published by WH Freeman) | by Harold Jacobs
Honors Geometry (Grades 9-12) |
| 8) <i>Pre-calculus with Limits-A Graphing Approach</i>
(published by Brooks/Cole: Cengage Learning) | by Ron Larson
Pre-calculus (Grades 10-12) |
| 9) <i>Calculus 7th Edition – Early Transcendentals (Single Variable)</i>
(published by Brooks/Cole: Cengage Learning) | by James Stewart
Calculus (Grades 10-12) |
| 10) <i>Pre-calculus: Graphical, Numerical and Algebraic 8th Edition</i>
(published by Addison Wesley) | by Demana, Waits, Foley and Kennedy
Honors Pre-calculus (Grades 10-12) |
| 11) <i>Calculus (AP Edition)</i>
(published by Brooks/Cole: Cengage Learning) | by Ron Larson & Bruce Edwards
AP Calculus AB/BC (Grades 11-12) |
| 12) <i>AP Stats: Introduction to Statistics & Data Analysis 4th Edition</i>
(published by Cengage/Duxbury: Thomson/Brooks/Cole) | by Peda, Olsen & Devone
AP Statistics (Grades 10-12) |
| 13) <i>Building Java Programs: A Back to Basics Approach</i>
(published by Pearson) | by Stuart Reges & Marty Stepp
AP Computer Science (Grades 11-12) |

Motion 72-11-12: That the Board approves the instructional materials as submitted. (Curtis) The affirmative vote was unanimous.

F. Resolution 06-11-12: VEBA Trust Certificated

A resolution of the Board of Directors to authorize a sick leave conversion medical expense reimbursement plan (VEBA Service Group) for eligible retiring Bainbridge Island Education Association members.

Motion 73-11-12: That the Board approves Resolution 06-11-12: VEBA Trust Certificated as presented. (Kinhead) The affirmative vote was unanimous.

G. Resolution 07-11-12: VEBA Trust Classified
This item was pulled from the agenda. No action.

H. Resolution 08-11-12: VEBA Trust Administrative

A resolution of the Board of Directors to authorize a sick leave conversion medical expense reimbursement plan (VEBA Service Group) for eligible retiring Bainbridge Island Building Administrators members.

Motion 74-11-12: That the Board approves Resolution 08-11-12: VEBA Trust Certificated as presented. (Kinhead) The affirmative vote was unanimous.

J. Monthly Technology Report

Director of Instructional Technology and Assessment Randi Ivancich reported on a variety of technology and assessment activities for May. Ms. Ivancich highlighted the NCM 2012 Horizon Report K-12, which provides an overview of the technology that is likely to have a significant impact on K-12 education. The report is organized in three time frames for recommended adoption of emerging technologies: One year or less; Two-three years; and Four-five years recommended adoption time increments. Items included in the Horizon Report were: cloud computing, collaborative environments, mobiles and apps, tablet computing (1 yr.); digital identity, game-based learning, learning analytics, personal learning environment (2-3 yrs.); augmented reality, natural user interface, semantic applications, tools for assessing 21st century skills (4-5 yrs.). Reviewing the assessment segment of Ms. Ivancich's report, board members commented how quickly MAP testing results can be available to classroom teachers for review. Student growth data can be used to set goals for the coming year.

K. Monthly Financial Report

Director of Business Services Peggy Paige provided an analysis of financial reports for the month ending April 30, 2012. Ms. Paige noted the district was in solid shape heading into the end of the year. Total General Fund revenues to April 30 were 1.8% less than for the same period last year. She stated if the current trend for tax collections continues the district could expect above budget estimates by fiscal year end. Local revenues are close to the average with tuition and rental revenues above budget estimates. Expenditures for the year to April 30 were 1.9% lower than for the same period last year. Ms. Paige observes reduced expense for legal fees, elections costs, postage, and utilities. Finally, the net cash inflow in April was \$1.9 million, with the closing cash balance in the General Fund at \$4.8 million. The projected cash balance is \$2.2 million at fiscal year-end.

Personnel Actions

Motion 75-11-12: That the Board approves the Personnel Actions dated May 31, 2012 as presented. (Spence) The affirmative vote was unanimous.

Consent Agenda

Student Fees Increase: Online Courses

1. Request for Board approval from Associate Superintendent Julie Goldsmith for an increase in student fees for district credit retrieval or acceleration courses, or other optional enrichment courses from \$50 to \$75 for the subscription fee of online courses.

Donations

1. Donation to Bainbridge Island School District in the amount of \$500.00 from Bainbridge Island Boys Lacrosse for field renovation/repair at Sakai Intermediate and Woodward Middle Schools.
2. Donation to Woodward Middle and Sakai Intermediate School (50/50 split) in the amount of \$6,000 from Windermere Real Estate, Bainbridge Island for homework support at both schools.

April 2012 Payroll: (Payroll Warrants) 1000956 through 1001002
(Payroll AP Warrants) 171737 through 171760
TOTAL: \$2,689,198.29

Motion 76-11-12: That the Board approves the revised Consent Agenda as presented. (Kinkead) 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 2005271 through 2005370 totaling \$ 168,994.44 .

(General Fund Voucher)
Voucher numbers 2005371 through 2005360 totaling \$ 4,110.87 .

(Associated Student Body Fund Voucher)
Voucher numbers 4000632 through 4000662 totaling \$ 36,416.05 .

(Capital Projects Fund Voucher)
Voucher numbers 4354 through 4358 totaling \$ 2,317,786.71 .

(Associated Student Body Fund Voucher)
Voucher numbers 4000663 through 4000663 totaling \$ 109.76 .

(General Fund Voucher)
Voucher numbers 2005404 through 2005404 totaling \$ 1,342.86 .

8:25 p.m. - Board President Patty Fielding announced the board would move into executive session for 15 minutes regarding negotiations.

Adjournment

8:40 p.m. – President Fielding reconvened the meeting to a public session and immediately adjourned.