

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

Date: September 8, 2011

Place: Board Room – Commodore Commons

Board of Directors Present

Board President – Patty Fielding

Board Vice-President – Mary Curtis

Directors – John Tawresey, Mike Spence, Tim Kinkead

Call to Order

5:40 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 noted school was well underway (having started August 31), and she congratulated staff district-wide for their efforts. Ms. Chapel highlighted a new first-day activity at Bainbridge High School for the freshman class. During the first couple of hours of the first school day, freshman students received a brief orientation and toured the campus under the guidance of staff. Another opening day activity took place at Sakai Intermediate School, which was attended by district administrators and Board Director Mike Spence.

Ms. Chapel introduced Dr. Greg Moncada as the district’s new Science, Technology, Engineering, and Math (STEM) Coordinator. She explained STEM is a new initiative for the district, and is funded by a generous grant from the Bainbridge Schools Foundation. Dr. Moncada has taught middle and high school science, was the high school principal at the American International School of Vienna, and held teaching and administrative positions throughout the world.

Board Reports

Tim Kinkead reported the results of two national surveys, conducted online by Harris Interactive and funded by Microsoft, of college students currently pursuing science, technology, engineering and math (STEM) degrees, and parents of K-12 students. The goal of the surveys was to gain insight about what can better prepare and inspire students to pursue post-secondary education in STEM subjects. Survey results indicated that 93% of parents of K-12 students believe STEM education should be a priority, and nearly four in five STEM college students (78%) said they decided to study STEM in high school or earlier. In addition, one in five STEM college students (21%) decided in middle school or earlier to make STEM the focus of their studies, which demonstrates the importance of the district’s role in this initiative.

Board President Patty Fielding suggested item *B. State Assessment Results* be move forward on the agenda. There were no objections.

Presentations

B. State Assessment Results

Associate Superintendent Julie Goldsmith provided an overview of the initial results of state assessment data released on August 30. The release consisted of three items: a) results from the spring administration of the grade 3-8 Measurements of Student Progress (MSP) and the High School Proficiency Exam (HSPE); b) results from the spring administration of the end-of-course (EOC) exams in Algebra 1 and

Geometry; and c) annual Adequate Yearly Progress “improvement” lists for schools and districts as required by the federal No Child Left Behind Act.

Ms. Goldsmith began the presentation with an explanation of the math end-of-course exams mandated by House Bill 1412. This legislation requires that students in the classes of 2013 and 2014 must pass one math (Algebra, Geometry) end-of-course exam. Students in the class of 2015 and beyond must pass two EOCs. Last spring, all students in Algebra 1 and Geometry took state exams at the end of those specific courses in June instead of the traditional high school comprehensive math exam two months prior to the end of the school year. Ms. Goldsmith announced preliminary results indicated district students passed the Year 1 exams (Algebra 1) at the rate of 95% (76% at Level 4), and the Year 2 exams (Geometry) at 97% (82% at Level 4). A grade-level break down of the EOC was provided as well. Contributing comments regarding the EOC process and implementation were also provided by Bainbridge High School Principal Brent Peterson, Associate Principal Jake Haley and Math Department Head Dan McLean. It was noted the student success in the EOCs could be attributed to the focused and collaborative work of the teachers and staff district-wide, and specifically at the high school level. Their work provided clear targets for teachers and students that helped develop the model for work regionally.

Ms. Goldsmith shared the results for the 2010-11 MSP/HSPE assessments, and highlighted the district students in grades 5 and 8 passed the science MSP at a rate of 85% and 89% respectively. Math scores on the grades 3-8 MSPs increased in every grade, except seventh and third. Reading scores fluctuated in grades 3-8, and grades 6, 5, and 4 showed improvement. Writing assessment results indicated a significant decline in test scores with 79% of fourth grade student and 81% of seventh grade students meeting standard. In addition to the assessment results, Ms. Goldsmith presented information about the concept of Adequate Yearly Progress (AYP), which is extremely complex. AYP requires each school and district to meet the yearly AYP goals as a whole and by disaggregated student population groups. In the Bainbridge Island School District, Ordway Elementary and Bainbridge High School did not meet AYP in the category of reading for students in special education. It was noted that this was the first year Ordway and BHS have not met AYP. The final assessment data will be released in November.

A. Enrollment Update

Superintendent Faith Chapel reported the September student counts indicated a decrease in enrollment for the 2011-12 school year. The total student FTE was recorded as 3681, approximately 27 students below budget. Some of the decrease could be attributed to changes in the Alternative Learning Experience requirements implemented by the State Legislature last year. Ms. Chapel noted the district typically gains students throughout September, and it was hoped this would be the trend again this year.

C. Monthly Communications Report

Community Relations Coordinator Pam Keyes provided a summary of communications activities over the summer months. She and Randi Ivancich attended training at the Schoolwires headquarters during which they migrated much of the district’s website information to the new website incubation site. Work on the new website continues and includes evaluation of the feedback from staff, the board and parents, development of the implementation timeline, and working with the Schoolwires graphic designer to refine the site. Ms. Keyes noted the district team working on the new website will be expanded from two to five members; two focused on the technical side and three focused on the communications aspect. The goal is still to go live with the new website on November 1st. Other highlights from the Communications Report included the following: Website Updates – A list of the updated random samplings of website reads showed the most frequently read webpages including *Employment Opportunities*, *Family Access*, *About Our District*, etc. Emergency Communications – The 2011-12 District Emergency Communications Bulletin and the related letter, student release procedures and forms, and family emergency planning resources were completed and delivered to schools before the end of June. What’s Next – The 2011-2012 Communication Plan and the ongoing development of the new website.

D. Policy/Procedure 1105: Director Districts (Revision – First Reading)

Superintendent Faith Chapel noted at its August 25th meeting, the Board of Directors approved a plan and timeline for revising boundaries of the Bainbridge Island Schools Director Districts in accordance with RCW 28A.343.040. The first action listed on the plan is the revision of Policy 1105 Director Districts which was approved in 1999 and is now outdated. The proposed policy and procedure reflect changes in state statutes. Unlike the current policy, the new documents describe the circumstances that would prompt the redistricting and the steps that would be followed to reconfigure director districts. Ms. Chapel recommended approval of the new policy/procedure.

Motion 01-11-12: That the Board approves the first reading of Policy 1105 Director Districts. (Curtis) The affirmative vote was unanimous.

E. Proposed Director District Boundary Changes

Superintendent Chapel presented two sets of colored maps and documents for board review and discussion. One set of documents represents the Sammamish Data Systems analysis and recommendations for adjusting director district boundaries to align with the demographic changes that have occurred on Bainbridge Island during the last decade. It was noted these changes were modest in scope, reflecting the fact that the Island has experienced only moderate levels of change in population density and growth during the past decade. The second set of documents included the current director districts map and legal description, and was provided for comparative purposes. Ms. Chapel noted a public hearing regarding the revision of school director district boundaries will be scheduled for the October 27th school board meeting.

F. Policy 6005: Program Planning, Budget Preparation, Adoption and Implementation (Revision – Second Reading)

Director of Business Services Peggy Paige presented Policy 6005 Program Planning, Budget Preparation, Adoption and Implementation for a second reading. She noted the edits suggested at the first policy reading had been incorporated into the revision submitted for this meeting. Ms. Paige recommended approval of the second reading of Policy 6005 Program Planning, Budget Preparation, Adoption and Implementation.

Motion 02-11-12: That the Board approves the second reading of Policy 6005 Program Planning, Budget Preparation, Adoption and Implementation with suggested edit. (Kinkead) The affirmative vote was unanimous.

G. Policy 6022: Minimum Fund Balance (Second Reading)

Director Paige presented new Policy 6022 Minimum Fund Balance for the second reading. The new policy recognizes the importance of maintaining a prudent fund balance in the general fund. The policy establishes a commitment of at least 3% percent of the current year's expenditures towards a minimum fund balance. Ms. Paige recommended approval of the second reading of Policy 6022 Minimum Fund Balance.

Motion 03-11-12: That the Board approves the second reading of Policy 6022 Minimum Fund Balance. (Tawresey) The affirmative vote was unanimous.

H. Policy 6881: Disposal of Surplus Equipment and/or Materials (Second Reading)

Ms. Paige presented Policy 6881 Disposal of Surplus Equipment and/or Materials for a second reading. She noted the policy had no changes from the first reading. However, the procedure had been revised to

incorporate the edits suggested by the Board at their August 25th meeting. Ms. Paige recommended approval of the second reading of Policy 6881.

Motion 04-11-12: That the Board approves the second reading of Policy 6881 Disposal of Surplus Equipment and/or Materials with additional suggested edits. (Spence) The affirmative vote was unanimous.

Personnel Actions

Motion 05-11-12: That the Board approves the Personnel Actions dated September 2, 2011, and September 8, 2011 as presented. (Kinhead) The affirmative vote was unanimous.

Consent Agenda

Interdistrict and Interagency Agreement Authorization

1. The superintendent is authorized to execute interdistrict and interagency agreements during the 2011/2012 school year for the purpose of transferring student to other institutions and providing specialized services to the district.

Student Field Trips

1. Request for Board approval from Bainbridge High School Marine Science Teacher Tom Armentrout and the Marine Science students to participate in the Fall Research Voyage with Salish Sea Expeditions on September 29 – October 1, 2011.
2. Request for Board approval from Odyssey 7-8 Teacher Liz Finin and the Odyssey 7-8 students to participate in the Salish Sea Expedition on October 2 – 7, 2011.
3. Request for Board approval from Bainbridge High School Head Cross Country Coach Anne Howard Lindquist for the Varsity Cross Country Team (Boys and Girls) to participate in the Tomahawk Invitational in Marysville, Washington, September 29 – October 1st, 2011.

Donations

1. Donation to Sakai Intermediate School in the amount of \$4,382.60 from the Sakai PTO to support the purchase of world atlas, audio books, video mixer, and the Accelerated Reader program.
2. Donation to Blakely Elementary School in the amount of \$4,408.34 from the Blakely PTO to support the purchase of reading awards, smart board, PE supplies, and assistive technology.

Minutes from the August 25, 2011 School Board Meeting

PAYROLL August 2011: (Payroll Warrants) 1000618 through 1000645
(Payroll AP Warrants) 171522 through 171551
TOTAL - \$2,636,830.24

Motion 06-11-12: That the Board approves the Consent Agenda as presented. (Kinhead) 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 2003268 through 2003291 totaling \$ 75,661.39 .

(General Fund Voucher)

Voucher numbers 2003337 through 2003356 totaling \$ 49,900.11 .

(General Fund Voucher)

Voucher numbers 2003292 through 2003336 totaling \$ 63,528.43 .

(General Fund Voucher)

Voucher numbers 2003267 through 2003267 totaling \$ 1,205.98 .

(Capital Projects Fund Voucher)

Voucher numbers 4179 through 4185 totaling \$ 179,124.62 .

(Associated Student Body Fund Voucher)

Voucher numbers 4000414 through 4000414 totaling \$ 120.45 .

(Trust/Agency Fund Voucher)

Voucher numbers 8 through 8 totaling \$ 500.00 .

(Capital Projects Fund Voucher)

Voucher numbers 4178 through 4178 totaling \$ 2,640.94 .

7:31 p.m. - Board President Patty Fielding announced the Board would move into executive session for fifteen minutes regarding matters of litigation and personnel evaluation.

Adjournment

7:46 p.m. – President Fielding reconvened the meeting to a public session and immediately adjourned.