

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

**Date:** June 30, 2011

**Place:** Bainbridge High School Library

**Board of Directors Present**

Vice-President – Mary Curtis

Directors – Mike Spence, John Tawresey

**Excused**

Patty Fielding, Tim Kinkead

**Call to Order**

5:52 p.m. – Vice-President Mary Curtis called the meeting to order and a quorum was recognized.

**Public Comment**

No public comment.

**Superintendent's Report**

Superintendent Faith Chapel provided the Board with an update from the Washington State School Directors' Association (WSSDA) regarding the McCleary v. the State of Washington lawsuit, originally filed in 2007 by the Network for Excellence in Washington Schools (NEWS). (NEWS is a coalition of parents, school districts, unions, and community-based organizations formed to advocate for changes to the state's system for funding education.) On Tuesday (6/28), the Washington State Supreme Court heard oral arguments on a 2010 trial court decision that the state is failing to meet its constitutional duty to amply fund basic education. Ms. Chapel noted that while it is not known when a decision might be expected, would likely be before the end of the year, but not a lot before.

Ms. Chapel shared news about the award of Safety Net Grant funds to the district. The district will receive nearly \$500K thanks to the detailed work of Special Education staff Connie Castellano, Diane Leonetti, and Executive Director Betsy Minor Reid. Ms. Minor Reid explained the amount of work involved in gathering data needed for the application packet.

**Board Reports**

No board reports.

**Presentations**

*A. Reduced Educational Program – Classified*

Superintendent Chapel provided an overview of the state allocations for the 2011-2012 school year that indicates there will be insufficient funds to maintain current staffing levels, programs, and services. In addition, she noted the District anticipates a reduction of some staff positions due to changes in enrollment and in services required for students in programs such as Special Education. As a result of these economic conditions, and in order to implement a prudent and balanced budget, reductions in administrative and certificated staffing were approved by the Board of Directors on May 5, 2011 in Resolution 08-10-11. The district is now identifying the reductions in classified positions, referenced in Exhibit 1 of the Resolution, that are necessary to develop a balanced budget for 2011-12. Ms. Chapel recommended Board approve the 2011-2012 Reduced Educational Programs for Classified Staff as follows: Custodians – 8.0 hours; Special Education Paraeducator – 30.0 hours; Alternative Ed Program Paraeducator – 3.0 hours; Transportation Bus Drivers – 7.0 hours. It was noted that the numbers reflect

the net change in hours, district-wide. Changes in the hours of individual staff may vary, from position to position, or school to school.

**Motion 94-10-11:**

That the Board approves the 2011-12 Reduced Educational Program: Classified Staff. (Spence) The affirmative vote was unanimous. (Spence, Curtis, Tawresey)

Vice-President Mary Curtis suggested item *F. Grants Applications* be moved forward on the agenda. There were no objections.

*F. Grants Application*

Executive Director Betsy Minor Reid presented a summary of the grant activities that fall under her area of responsibility. The grants included in the presentation were as follows: IDEA-B (Federal) in the amount of \$685,973; IDEA-Section 619 (Federal) in the amount of \$25,897; Title I (Federal) in the amount of \$176,666; LAP (State) in the amount of \$81,508; Highly Capable (State) in the amount of \$37,102; and Transitional Bilingual (State) in the amount of \$29,561. Ms. Minor Reid noted the Highly Capable and Transitional Bilingual grant required board approval.

**Motion 95-10-11:**

That the Board approves the grant applications including the Highly Capable and Transitional Bilingual grants. (Tawresey)  
The affirmative vote was unanimous. (Tawresey, Spence, Curtis)

*B. Monthly Capital Projects Report*

Director of Facilities and Capital Projects Tamela Van Winkle provided a summary of facility and capital projects activities for June. She noted boiler work and water line repairs were in process at Bainbridge High School. Warranty work has also begun on the field replacement at the stadium site. Other highlights of the report included an update on the Wilkes Replacement Project as follows: a) The pre-construction was held on June 8<sup>th</sup> with representatives from the City, Fire Department, Kitsap County Health Department, Spee West, District Staff and the Design Team. b) Following the pre-construction meeting, a groundbreaking ceremony was held, which included a “bring your own shovel” event for Wilkes students. c) A special “thank you” was given to Community Relations Coordinator Pam Keyes for creating the outstanding musical photo montage of the groundbreaking ceremony for the district’s website. d) Completed permits for the project include the CUP, Commercial Building Permit from COBI, LOSS and DOE. The Electric Permit from L&I remains outstanding. e) Creation of a temporary playground is underway, and the big toys purchased by the PTO have been salvaged for reuse at the new Wilkes. Transportation – Browne Engineering has completed documents for permits (for a bus wash improvement). Upon permit issuance, a contractor will be selected with work concluding before the start of school. District Wide/Energy Conservation – Dimensional Communications began their work to upgrade three intercom systems. Work started at Blakely and will continue at Commodore and Woodward. District Wide Security – Advise Security is currently working on assessments of district security needs. Evening light readings have been gathered, and cost estimates and recommendations will be provided.

*C. Monthly Financial Report*

Director of Business Services Peggy Paige presented the monthly financial reports for May including an analysis of the General Fund. Total General Fund revenues at the end of May were 1.3% more than for the same period last year and above the average. Local Taxes were above the average at 102.4%. Local, Nontax revenues were well above the expected average due to the donations from the Bainbridge Schools Foundation, increases in rental revenues, and increases in class fee collections. State revenues are consistent with the anticipated reduction in current year funding (loss of K-4 enhancement and replacement of apportionment funding with Ed Jobs funding).

General Fund expenditures are following a pattern set earlier in the year. The total adjusted expense for Basic Education increased over last year but is below the average. Extracurricular is slightly above the

average and may exceed budget estimates for extra time, officials' fees, and travel. Total Special Education costs were up 5.2% compared to last year but are close to the 3-year average. Costs are being well contained in this area and expenditures above budget estimates are being supported with Safety Net funding. Total Support Services is in line with the average at this time. Diesel expense is up compared to last year but should be below budget estimates. Operation, Buildings is up slightly from last year and above the average. Overages in this area are offset by rental revenues. While utilities costs are above last year, they are in line with the average. Most of this variance is from a large payment of storm water fees to bring the district account current to last year. Propane, water and sewer expense are currently above the prior year, while electric and telephone expense has declined. Food Services expense is below the average at this time but sales are in line with budget estimates. Both Maintenance and Central Office costs are above the prior year and the average due to unreimbursed Capital Project Fund salary expense. A reimbursement transfer in June will bring these percentages down in the next reporting period. Information Services will also be reduced with this transfer in June.

Ms. Paige noted as of May 2011, the projected cash balance is \$2.48 million at fiscal year end. Current spending patterns indicate a total ending fund balance of 6% (not including the reserve for inventory). Of this balance, 3% is reserved per board policy, 1.5% is reserved to offset funding reductions for FY11-12 and .5% is reserved for school building and grant carryovers.

#### *D. Monthly Technology Report*

Director Instructional Technology and Assessment Randi Ivancich provided a summary of Technology Department activities through June. Highlights from that report include the following: *Student Computers* – The Technology Department is awaiting the arrival of 200 Lenovo student computers for the high school science programs. These computers will be imaged and installed during the summer at Bainbridge and Eagle Harbor High Schools. *Staff Computers* - The arrival of 235 Lenovo computers for certificated staff is expected over the summer months. Replacement of certificated staff computers will be done in two phases. Phase I involves the replacement of teacher computers that run classroom presentation stations. This phase will take place in August prior to the beginning of school. Phase 2 involves the replacement of the remaining certificated staff computers, with those laptops being distributed in the fall.

Ms. Ivancich noted the certificated staff laptops (approximately 150) that are returned to technology during the Phase I replacement process will be repurposed for use dedicated to district and state assessments. These computers will be housed in mobile carts that can be reserved by buildings to meet their assessment needs. It was noted that the addition of these computers will allow district Measures of Student Progress (MAP) testing to be conducted within a shorter testing window, and will lessen the impact on daily schedules for the computer labs.

Ms. Ivancich recently traveled to the headquarters for Schoolwires (new website hosting company) in Pennsylvania to begin the data migration process of the information on the district's current website. This is the first step in the process of setting up the format and information placeholders for the district's new website. It was noted that the move to a new website will be phased in from November through the rest of the year. It was expected that by next year the full website will be implemented.

#### *E. Six Year Capital Facilities Plan (Second Reading)*

Director of Facilities and Capital Projects Tamela Van Winkle presented the District's Six Year Capital Facilities Plan for the second reading. She noted that board approval is required prior to sending the Plan to the City of Bainbridge Island.

##### **Motion 96-10-11:**

That the Board approves the second reading of the District's Six Year Capital Facilities Plan. (Spence) The affirmative vote was unanimous. (Spence, Tawresey, Curtis)

*G. Policy & Procedure 3706: Prohibition of Harassment, Intimidation and Bullying (Second Reading)*  
Dr. Peter Bang-Knudsen explained the word changes suggested at the first reading of the policy were reviewed by legal counsel, and they advised the text remain as recommended by the Office of the Superintendent of Public Instruction. The policy/procedure was recommended for approval with no changes from the previous submission.

**Motion 97-10-11:** That the Board approves the second and final reading of Policy 3706: Prohibition of Harassment, Intimidation, and Bullying. (Tawresey) The affirmative vote was unanimous. (Tawresey, Spence, Curtis)

### **Personnel Actions**

**Motion 98-10-11:** That the Board approves the Personnel Actions dated June 21, 2011, and June 30, 2011 as presented. (Spence) The affirmative vote was unanimous. (Spence, Tawresey, Curtis)

### **Consent Agenda**

#### **Donations**

1. Donation to Blakely Elementary School in the amount of \$3,588.48 from the Blakely PTO for the purchase of library books and smart response.
2. Request for Board approval from Bainbridge High School AP Environmental Science Teacher Jason Uitvlugt to participate in AP Environmental Science Training sponsored by The College Board August 1 – 5, 2011 in San Diego, California.
3. Request for Board approval from Bainbridge High School Girls Swim/Dive Team Coach Greg Colby for the BHS Girls Swim/Dive Team to conduct their annual team retreat at Hyla Middle School August 26 & 27, 2011.
4. Donation to Bainbridge High School in the amount of \$1,000.00 from the Bainbridge Island Garden Club as their annual donation to the scholarship fund for graduating seniors.
5. Donation to Bainbridge High School in the amount of \$1,000.00 from the Bainbridge Schools Foundation to support the Liz Orr Scholarship Fund.
6. Donation to Ordway Elementary School in the amount of \$5,544.81 from the Ordway PTO to support Outdoor Education and to purchase a laminator.
7. Donation to Bainbridge High School in the amount of \$1,000.00 from Virginia Mason c/o Andrew Baylor at the Winslow Clinic to support the scholarship fund for graduating seniors.
8. Donation to Wilkes Elementary School in the amount of \$10,269.00 from the Wilkes PTO to support Outdoor Education.
9. Donation to Bainbridge High School in the amount of \$4,000.00 from the Windermere Foundation c/o Jim Laws to support scholarships for graduating seniors.

#### **Minutes from the May 26, 2011 School Board Meeting**

**Motion 99-10-11:** That the Board approves the revised Consent Agenda as presented. (Tawresey) The affirmative vote was unanimous. (Tawresey, Spence, Curtis)

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.

(Capital Projects Fund Voucher)

Voucher numbers 4105 through 4121 totaling \$ 116,772.30 .

(General Fund Voucher)

Voucher numbers 2002791 through 2003009 totaling \$ 411,515.08 .

(Associated Student Body Fund Voucher)

Voucher numbers 4000340 through 4000391 totaling \$83,609.70 .

(Associated Student Body Fund Voucher)

Voucher numbers 4000392 through 4000393 totaling \$ 1,024.65 .

7:10 p.m. – Vice-President Mary Curtis announced the Board would move into an executive session for twenty minutes regarding collective bargaining.

**Adjournment**

7:31 p.m. – Vice-President Curtis reconvened the meeting to a public session and immediately adjourned.